

# Dr. Emily Carter

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Botanist

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Botanist position at Acme Corporation, as advertised on your careers page. With over five years of experience in botany and a strong passion for plant research and conservation, I am eager to contribute my skills and knowledge to your team, which is renowned for its commitment to innovative botanical solutions and environmental sustainability.

During my freelance work, I successfully led a project that focused on the conservation of native plant species in the Pacific Northwest. This involved field research, sampling, and collaborating with local conservationists which resulted in a comprehensive report that was later used to secure funding for further studies. Moreover, I developed and implemented a community outreach program aimed at educating the public about the importance of biodiversity, reaching over 1,000 participants and fostering a deeper appreciation for local flora.

In addition, I have contributed to various botanical journals with research papers that highlight the impact of climate change on local ecosystems. My recent publication on the adaptive traits of threatened species received recognition at the National Botany Conference, showcasing my ability to conduct rigorous research and communicate findings effectively. I am confident that my proven track record in research and my commitment to plant conservation would make me a valuable asset to your team.

I would be thrilled to further discuss how my background and skills align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the opportunity to speak with you soon.

Sincerely,

Dr. Emily Carter