



Institute of Food and Agricultural Sciences
Department of Microbiology and Cell Science

0700

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DATE:

Letter of Transmittal

This will serve as a letter of transmittal requesting permission to hire **NAME** as a Postdoctoral Associate in the **Department** beginning **HIRE DATE**. Dr. _____ will work with/on **list duties**

example duties: Specifically will evaluate the emission of greenhouse gas nitrous oxide from agricultural fields that have been treated with different experimental de-infestation methods. Samples will be analyzed by GC-ECD and other methods, and will require accurate records management for field studies data. Additionally, developing and executing laboratory and field studies to evaluate the influence of disinfestation strategies on the fate of persistent organic pesticides in agricultural fields, with the intent of identifying possible remediation strategies will be required also. Specific duties will include conducting literature reviews, designing studies, execution of research and collection of data, analysis of data, and publishing results in peer reviewed journals.

Dr. _____ is known to bring (LIST WHAT MAKES THIS PERSON EXCEPTIONAL IN THEIR FIELD)
ex: Postdoctoral Fellow experience from the School of Public Health, University of Illinois at Chicago. She has a strong background in Environmental Chemistry and Analytical Chemistry, and her training and background in Analytical Toxicology will prove to be a strong asset in meeting the objectives of current and future research endeavors being conducted in my research program at the University of Florida.

Sincerely,

PI Offering the position and is familiar with the work of the person being hired.