

777 Jones Street
Kelowna, B.C. V1Y 2S6

March 24, 2019

Rupinder Dhesi
SBME
Biomedical Research Center
Vancouver B.C. V6T 1Z3

Dear Mr. Dhesi

Please consider my application for student worker within UBC's Biomedical Research Center, as posted on UBC Careers Online on March 6, 2019. I will graduate from UBC-Okanagan with a Bachelor of Science specializing in microbiology, in the summer of 2020.

My current role as an administrative assistant in the Microbiology department at Kelowna General Hospital requires excellent organizational skills, a keen eye for detail, and ability to be highly self-motivated, as supervision is limited. During my time in this position, I have improved my proficiency with Microsoft Office programs such as Word, Excel and Visio.

As a Lead Medical Device Reprocessing Technician, I learned the skills necessary to communicate with, and lead, a large team. The MDR department is responsible for the cleaning, assembly and sterilization of surgical instruments; and my skills in this area will be an asset in your lab for general space cleaning, organization, and preparation of supplies for sterilization.

In addition to my many skills learned in the workplace, I gained practical lab skills such as pipetting, aliquoting and following appropriate lab protocol during my undergraduate years while doing hands-on experiments.

If you feel that my experience will contribute to your team, please contact me at (250) 859-0267 or alicia.degelder@alumni.ubc.ca.

Best regards,

Alicia DeGelder

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