

Reference request letter 2

5665 Irmin Street
Burnaby, BC V5J 0C4
March 25, 2019

Janelle Iglesias
University of British Columbia
2329 West Mall
Vancouver, BC V6T 1Z4

Subject: Reference Request for Physiotherapy Clinic Receptionist Position

Dear Ms. Iglesias,

I hope you are doing well. I am in the process of applying for a new position as a group fitness instructor. During the time that I worked for you as a fitness trainer from January to September 2018, you provided me with immense insight towards training a clinical population, and older demographic. The skills I have acquired from working at Bodyworks would be greatly beneficial to further my career goals, and I would sincerely appreciate it if you can attest to my qualifications.

Please let me know if you would like any information regarding my recent experience to assist you in giving me a reference. I have attached my resume for your review. Please reach out to me at christine1221@me.com. Thank you.

Sincerely,

Christine Pang

Enclosure: Resume