ENGL 301

Erika Paterson

Vancouver, BC

Re: Professional Writing Team

Dear Fellow Students,

I am writing to you to express my interest in facilitating a team of passionate, like-minded individuals to collaborate as a team for the semester we share. With my background technical writing, verbal and written communication, team project experience and a business/sciences background I am confident my personal work experience and cohesive education will attribute to being a successful candidate as a member of our team.

I enjoy being challenged and engaging with projects that require me to work beyond my comfort zone and adapt to various situations requiring both an independent and collaborative mindset. My commitment to pursuing this team merger to the best of my ability encourages me to continue learning new aspects of technical writing that can be learned through coursework, mentorship, and work experience.

Your requirements for a team candidate strongly resemble my background and skillset. A few of my strengths I would like to highlight are the following:

* Committed to excel in an independent and collaborative manner through an organized, interpersonal and detail-oriented mindset
* Excellent language/technical communication skills built by prior work and academic experience to communicate with colleagues, supervisors
* Strong understanding of time management and task prioritization
* Able to be a self-starter and strive towards demonstrating leadership initiative

I look forward to formally discussing with you and your colleagues in regard to the abilities and experience I can bring towards our team, I can be reached daghda@student.ubc.ca and Thank you for the consideration, I am eager to hear from you soon.

Best Regards,

Daniel