

3434 E. 1st Ave,
Vancouver, BC
CA V6K3C3

August 3rd, 2019

3434 E. 1st Ave,
Vancouver, BC
CA V6K3C3

Dear Peter,

I hope all is well at the Ubysey. I'm reaching out to you because I want to ask if you would be able to provide me with a reference letter for my volunteer work there, from January 2016 to May 2017. My hours served at the Ubysey was an exceptional experience and I learned a lot, which has heavily assisted me in my career.

I'm currently in my final year at UBC and I am searching for full time Software Engineering positions. If you have some spare time, I would greatly appreciate your recommendation. Please feel free to reach out to me at (415) 882-6231 or my email, jsmith@alumni.ubc.ca if you have any questions.

Thanks again,

Jason Smith

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Dear Mike,

I hope all is well at Tesla. I'm reaching out to you because I want to ask if you would be able to provide me with a reference letter for my co-op terms there, from January 2019 to August 2019. My time at Tesla was an exceptional experience and I learned a lot, which has heavily assisted me in my career.

I'm currently in my final year at UBC and I am searching for full time Software Engineering positions. If you have some spare time, I would greatly appreciate your recommendation. Please feel free to reach out to me at (415) 882-6231 or my email, jsmith@alumni.ubc.ca if you have any questions.

Thanks again,

Jason Smith

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Dear Scott,

I hope all is well at one45 Software. I'm reaching out to you because I want to ask if you would be able to provide me with a reference letter for my co-op terms there, from September 2017 to August 2018. My time at one45 Software was an exceptional experience and I learned a lot, which has heavily assisted me in my career.

I'm currently in my final year at UBC and I am searching for full time Software Engineering positions. If you have some spare time, I would greatly appreciate your recommendation. Please feel free to reach out to me at (415) 882-6231 or my email, jsmith@alumni.ubc.ca if you have any questions.

Thanks again,

Jason Smith