Chelsea Vaughn, Aquatic Supervisor

Richmond Aquatics

14300 Entertainment Blvd,

Richmond, BC

V6W 1K3

December 15th 2019

Dear Chelsea,

I hope all is well at Richmond Aquatics. I am reaching out to you in request for a reference letter from you for my performance as lifeguard under your supervision. The hours that I worked at Richmond Aquatics were excellent and I learned a lot during that process.

I have currently just graduated from UBC and I am searching for any full time software engineering positions. If you have any free time, I would deeply appreciate your recommendation as I believe you have a good grasp of my qualifications and traits as an employee. Please feel free to reach out to me at [eric.c1997@hotmail.com](mailto:eric.c1997@hotmail.com).

Sincerely,

Eric Chang

Brandon Kato, Supervisor of Richmond Aquatics special needs program

Richmond Aquatics

7560 Minoru Gate,

Richmond, BC

V6Y 1R9

December 15th 2019

Dear Brandon,

I hope all is well at Richmond Aquatics. I am reaching out to you in request for a reference letter from you for my performance as an instructor under your supervision. The hours that I worked at Richmond Aquatics were excellent and I learned a lot during that process.

I have currently just graduated from UBC and I am searching for any full time software engineering positions. If you have any free time, I would deeply appreciate your recommendation as I believe you have a good grasp of my qualifications and traits as an employee. Please feel free to reach out to me at [eric.c1997@hotmail.com](mailto:eric.c1997@hotmail.com).

Sincerely,

Eric Chang

Tim Sayson, Former President of Vancouver Key Club

Richmond Aquatics

7560 Minoru Gate,

Richmond, BC

V6Y 1R9

December 15th 2019

Dear Tim,

I hope this email finds you well. I am reaching out to you in request for a reference letter from you in regards of my time volunteering at Vancouver Key Club as vice president. The hours that I volunteered at Vancouver Key Club were excellent and I learned a lot during that process.

I have currently just graduated from UBC and I am searching for any full time software engineering positions. If you have any free time, I would deeply appreciate your recommendation as I believe you have a good grasp of my qualifications and traits as an co-worker. Please feel free to reach out to me at [eric.c1997@hotmail.com](mailto:eric.c1997@hotmail.com).

Sincerely,

Eric Chang