

5933 Iona Dr.  
Vancouver, BC V6T 1J6

April 1, 2022

Jake Jeong  
Pharmacy Manager  
Shoppers Drug Mart  
Coquitlam, BC V3J 3X5

Dear Mr. Jake:

I am in the process of applying to medical assistant and I would like to ask if you are feeling comfortable writing me a strong letter of reference on my behalf.

I thoroughly enjoyed time working as a pharmacy assistant with all the precious coworker, patients and other healthcare professions. As my manager, I believe you could honestly and effectively vouch for my list of skills and qualities, I have demonstrated during time working in SDM251.

I've attached the job posting and details on how to submit the letter. If you have any question regarding toward this reference request letter, please contact me through email or phone. Here is my contact information: C: 778-954-9845; Email: [lovepassionlife0618@gmail.com](mailto:lovepassionlife0618@gmail.com). I would be glad to have your reference.

Thank you for your time and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Christine Hsiao", with a small horizontal line at the end.

Christine Hsiao

5933 Iona Dr.  
Vancouver, BC V6T 1J6

April 1, 2022

Vicki Robertson  
Supervisor of Volunteer Services  
Hawthorne Seniors Care Community  
Port Coquitlam, BC V3C 1W3

Dear Ms. Robertson:

I hope you are well! I volunteered at Hawthorne Seniors Care Community from 2017 to 2019. I am currently in the process of applying a new position (medical assistant) which required reference letters from pervious volunteer or work places. I would like to ask if you are comfortable to write me a reference letter.

I throughly enjoying time volunteering in the senior care home providing companionship and emotional support to senior and helping out the special events with other volunteers, nurses and administration workers. As the supervisor of volunteer service in Hawthorne Senior Care Community, I believe you could be honestly and effectively vouch my lists of skills and quality based on the time I volunteered in Hawthorne Senior Care community.

Please let me know if you are able to provide a reference letter for me. I will attached the job posting and details on how to submit the letter through email if you are able to provide a reference letter.

If you have any questions regarding to this reference request letter please contact me through phone or email. Here is my contact information: C: 778-954-9845; Email: [lovepassionlife0618@gmail.com](mailto:lovepassionlife0618@gmail.com). I would be glad to have your reference.

Thank you for your time and support.

Sincerely,



Christine Hsiao

5933 Iona Dr.  
Vancouver, BC V6T 1J6

April 1, 2022

Jessie Chen  
Manager  
McDonalds  
2929 Barney Hwy,  
Coquitlam, BC V3B 5R5

Dear Ms. Chen:

I hope you are well! I worked at the McDonald's on Barnet Hwy from 2017-2019. I am currently in the process of applying to the new position (medical assistant) which required reference letter from previous work or volunteer places. I would like to ask if you are comfortable of writing me a strong reference letter regarding my performance, skills, qualities through time working in McDonald's.

I thoroughly enjoying my time as crew member in McDonalds. Through time working in McDonald's, I developed many skills such as customer service, leadership and cooperation skills. As my manager, I believe you could honestly and effectively affirm my performance and skills through time working in McDonald's.

Please let me know if you are able to provide a reference letter for me through email or phone. Here is my contact: C: 778-954-9845; Email: [lovepassionlife0618@gmail.com](mailto:lovepassionlife0618@gmail.com). I would be glad to have your reference.

Thank you for your time and support.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christine Hsiao' with a stylized flourish at the end.

Christine Hsiao

