

# Leif Jack

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**August 9, 2022**

To the Hiring Manager,

Are you looking for an employee with great attitude and customer service skills? If, so please read further. I am a third-year student at the University of British Columbia (UBC) looking for part-time summer employment, and am interested in your organization's Merchandising Store Associate role. With a positive attitude, and customer service skills developed from working at Earls and volunteering as an orientation leader, I am confident I would be a valuable addition to your company.

I successfully developed good attitude while working as at Earls, where the fast-paced environment required staying calm in all situations. As a UBC Orientation Leader, I built customer service skills by being approachable as possible to new students, and showing genuine interest in getting to know them. To help ease the transition for students I also created an Instagram group chat with over 20 members,

My attached resume goes more in-depth about my time at Earls, and my references will discuss my willingness to learn and problem solve.

I am eager to discuss this position further, or set up an interview, and am available by email or phone anytime.

I look forward to hearing from you. Sincerely,

*Leif Jack*

**Leif Jack**