

123 Balsam Street
Vancouver, BC V6N 3T6

August 8, 2020

TD Bank
P.O. Box 1
Toronto-Dominion Centre
Toronto, Ontario
M5K 1A2

Dear Recruiting Manager,

Please consider my application for a Customer Experience Associate position at one of your Burnaby branches, as advertised on August 7, 2020 on www.getyourvacancy.com. I am a full-time Bachelor of Arts student at the University of British Columbia. I expect to graduate in May 2022 with a Bachelor of Computer Science degree. I learned about this opportunity from one of my friends that works at TD bank which encouraged me to apply.

Having volunteered at The Vancouver Asian Film Festival, I have developed teamwork and leadership skills. Through projects I completed in my courses, I also developed a solid foundation and understanding of the banking system and the economy. These experiences have given me a clear understanding of monetary policy, investment concepts, and basic financial products which will prove beneficial in learning and adopting to the banking procedures and systems in place required at the branch level.

Prior to entering UBC's Bachelor of Arts, I also volunteered at S.U.C.C.E.S.S., where I was awarded Outstanding Volunteer of the Month through my hard work. I am aware of the skills, effort and responsibilities to succeed as a Customer Experience Associate in TD Bank. I am confident that my work ethic and ability to adapt will allow me to make valuable contributions to the TD team.

Enclosed is my resume that details my background and work experience. If my background meets your needs, please email me at joannayu9710@gmail.com. I look forward to further discussing my qualifications and experiences at your earliest convenience. Thank you for your time and consideration.

Sincerely,

Joanna Yu
Encl. Resume