

2991 West 34th Ave.
Vancouver, BC V6N 2J9
March 25, 2016

Dr. Parveen Munjal, Veterinarian
Alta Vista Animal Hospital
4543 Dunbar Street
Vancouver, BC Canada V6S 2G7

Dear Dr. Munjal,

Re: Request for Reference Letter

As you are aware, I am currently applying for the full-time position as a wildlife assistant at the BCSPCA Wild Animal Rehabilitation Center (Wild ARC). My experience volunteering with you has helped further my interest and passion in pursuing a career involving animals. The skills you have taught me at the clinic are treasured skills that can give me a hand for this position at Wild ARC. As a result, I was hoping you would be interested in writing a reference letter for my application.

Being a biologist has helped develop my passion for this field. I believe my work and volunteer experiences have complemented the various courses of biology and animal welfare I have taken during my undergraduate studies. These experiences have allowed me to gain a lot of insight and skills. However, I am hoping this position will broaden my experience with working hands-on with wildlife animals. I would be thrilled at the opportunity to further my education within this field, for I believe it would be a major asset in my future endeavors and career.

Your reference letter would be invaluable for my application, and I would be highly appreciative of your contribution! More information about the position can be found attached. If you have any questions, please feel free to email me at jcng18@gmail.com or call me at (778)-986-6621.

Thank you for your consideration.

Sincerely,



Signature

Jodie Ng

2991 West 34th Ave.
Vancouver, BC V6N 2J9
March 25, 2016

Maria Morell, Ph.D. Researcher
University of British Columbia
6270 University Blvd Biological Sciences Building
Vancouver, BC V6T 1Z4

Dear Maria,

Re: Request for Reference Letter

As you are aware, I am currently applying for the full-time position as a wildlife assistant at the BCSPCA Wild Animal Rehabilitation Center (Wild ARC). My experience researching with you has helped further my interest and passion in pursuing a career involving animals. The skills and experience I have working with you are invaluable. As a result, I was hoping you would be interested in writing a reference letter describing our professional relationship for my application.

Being a biologist has helped develop my passion for this field. I believe that working on our project has taught me a lot about the endurance and ingenuity that accompanies research. As you know, I also find all experiences allow one to gain a lot of insight and skills within that field. However, I am hoping this position will broaden my experience with working hands-on with wildlife animals. I would be thrilled at the opportunity to further my education within this field, for I believe it would be a major asset in my future endeavors and career.

Your reference letter would be invaluable for my application, and I would be highly appreciative of your contribution! More information about the position can be found attached. If you have any questions, please feel free to email me at jcng18@gmail.com or call me at (778)-986-6621.

Thank you for your consideration.

Sincerely,



Signature

Jodie Ng

2991 West 34th Ave.

Vancouver, BC V6N 2J9
March 25, 2016

Brian Leander
University of British Columbia
6270 University Blvd Biological Sciences Building
Vancouver, BC V6T 1Z4

Dear Brian,

Re: Request for Reference Letter

As you are aware, I am currently applying for the full-time position as a wildlife assistant at the BCSPCA Wild Animal Rehabilitation Center (Wild ARC). Your lectures have helped further my interest and passion in pursuing a career involving animals. As a professor for the past three years at the University of British Columbia, I was hoping you would be interested in writing a reference letter for my application.

Being a biologist has helped develop my passion for this field. I believe that learning and working on a project in your classes has fostered a genuine love and interest in learning about and being with animals. As you know, I value all experiences and believe that it allows one to gain a lot of insight and skills within that field. Currently, I am hoping this position will broaden my experience with working hands-on with wildlife animals. I would be thrilled at the opportunity to further my education within this field, for I believe it would be a major asset in my future endeavors and career.

Your reference letter would be invaluable for my application, and I would be highly appreciative of your contribution! More information about the position can be found attached. If you have any questions, please feel free to email me at jcng18@gmail.com or call me at (778)-986-6621.

Thank you for your consideration.
Sincerely,



Signature

Jodie Ng