2208 East 46th Avenue

Vancouver, BC V5P 1P4

September 19th, 2018

ENGL 301 99A  
University of British Columbia  
2329 West Mall  
Vancouver, BC V6T 1Z4

Dear Classmates,

After reading everyone's introduction and getting better acquainted with some of the members in the group, I would like to play a role on your writing team as advertised on the ENGL 301 blog. I am a fourth year Sociology student working towards a Bachelor's of Arts at the University of British Columbia. I am a committed individual who will put 110% of my effort into contributing to my writing team. Whether its kickstarting ideas, editing other's works, or giving guidance in certain situation, I will certainly put forth the determination and ambition to strive for excellence throughout this term.

My exposure to the field of Sociology has helped me develop skills and techniques such as analyzing data through interviews, surveys, etc., being a creator of content, communicating under pressure, and working as a collaborator with other contemporaries.

My experiences working internships has shown that I can work in a professional setting as a law clerk and an assistant for a realtor. As a law clerk, I would organize evidence files, testimonies, and abstracts to tidy up cases and any missing information. As an assistant for a realtor, I would create spreadsheets, abstracts, and vouchers for tenants and clients to assist them in better understanding the terms and conditions of their specific lease.

I am currently writing for a lifestyle news webpage with an old classmate I befriended in high-school. I currently have seven sports articles published and open to everyone for pubic consumption. Writing articles, especially about sports, music, and fashion, are a passion of mine and a skill I hope to polish and improve even further.

In the past, I have always worked well as an individual. But my growth as a collaborator and a colleague is evident in my past jobs and internships. A once weakness of mine, I learned that working with others only makes the experience of the task at hand easier, more manageable, and fun in some ways.

A weakness of mine that I strive to better improve is my editing skills. I tend to overcomplicate my word choice and sentence structure, which leads to my writing being hard to understand and confusing. I combat this constant dilemma by finishing a rough draft of my work early and taking a heaping amount of hours editing.

Despite my weaknesses, I would cherish the opportunity to work as a member and an asset of the English 301 writing team. I believe my creative ability as a student, an employer, and as a writer will translate and fit well with the other members of the English 301 writing team. Please contact me via email at [justin.man97@gmail.com](mailto:justin.man97@gmail.com). Thank you in advance for your time and consideration. I look forward to hearing back from you soon.

Best Wishes,

Justin Man