

1234 Orca Avenue
Surrey, BC, V3R 8X2

July 19, 2017

Reid Hemsing
President
Two Wheel Gear
Vancouver, BC

Dear Mr Hemsing,

Please consider my application for the intern-ship opportunity at Two Wheel Gear as listed on UBC CareersOnline. I will graduate from University of British Columbia on May 2018 with a Bachelors of Science degree on Computer Sciences and Atmospheric Sciences.

I believe I am a good candidate for the position because I am an independent problem solver and an effective communicator. As a co-op student, I am given the task to develop a web application for an online course. In order to be accountable with my employer, I created a weekly time line with goals and user stories such that he can track my progress. As well, I incorporated visual tools such as mock up applications to the line of communication in order to better convey and confirm ideas. Moreover, since I have to work on my own, I kept myself motivated using agile programming strategies and adopted an appreciation for good documentation and Stack Overflow.

As an atmospheric science student with bike commuting experience, I am very much interested in public advocacy for more environmental lifestyles. Moreover, as a fan of Canadian cycling brands such as Brodie bikes, and Garneau, I am thrilled at the opportunity to take part in the local cycling community. I believe my experience in web development, my self-motivated work ethic, and my eagerness to learn enables me to work effectively as a team member.

If my qualifications meet your needs, please contact me by phone after 5:00pm weekdays at (778) 123 4567 or email me at matthewfung@mail.com.

Sincerely,

MF
Matthew Y.S. Fung
Encl. Resume