January 16, 2017

1013 Oregon Park Street

Vancouver, B.C.

English 301: Technical Writing

University of British Columbia

2329 West Mall, Vancouver

Dear classmates,

Please consider my application as a member of your professional writing team. I am currently completing my third year of the Bachelor of Business in Real Estate degree at UBC. I love land economics and it is my dream to become an industry expert in real estate development in the greater Vancouver area. My purpose here in ENGL 301 is to improve my communication skills to effectively conduct myself with poise, with my business partners.

I was a part of a team that was accountable for the proper functioning of development utilities throughout the Nanaimo, B.C., area. Later, I contributed to the progress of multiple development projects in Fort MacMurray, A.B. I have always been a B+ student throughout my academics over the past four years, and I have been lucky enough to excel in all of my extracurricular sports teams and jazz ensembles.

My writing experience comes entirely from my post secondary career, and although these courses have strengthened my writing skills considerably, it is my goal to reach a level where I can be confident that I have perfect writing structure as well as the ability to convey emotion in my writing. I am currently exhibiting my best work through the BBRE program because it is directed at a field that I have an intense passion to learn.

My efforts outside of work and education are directed through Canadian Blood Services, multiple youth groups in partnership with Best Buy Canada, and the Canadian Cancer Society; all based in Nanaimo, B.C.

Thank you for taking the time to review my application. I cannot wait to add value to our endeavors as a writing team. Please contact me at Rickbryant.ls@Outlook.com, if the above compliments your skills and business interests.

Sincerely,

Richard Bryant