

Denique Spencer

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Dear Hiring Manager,

Please accept my application for the proposed position that I came across online on. I would like to express my strong interest to work for your team. I am writing you to show that I am willing and ready to put my acquired skills to work in any situation to achieve the desired goals.

As a senior graduating from New York City College of Technology maintaining a 3.5 GPA, earning a Baccalaureate degree in the study of Business & Technology of Fashion, I believe that with the vast knowledge I have obtained over the past 4 years I would be an asset to your company. Under the illustrious guidance of professors in courses such as Visual Merchandising, Trend Forecasting and Social Media, Product Development in the Fashion Industry, Advertising, and many more; I have accumulated a wide variety of skills that make me well versed in the fashion field. These skills I have acquired are displayed in a well organized e-portfolio portraying examples of my press release kit, trend reports, and business plans.

As an employee, I am versatile in adapting to any environment and any situation, and look forward to working with a diverse group of people. Accompanied by my professional work experience as a Office Receptionist and At Home Assistant, I was

responsible for ensuring a total customer experience; including excellent preparation and knowledge of each field I'm in, greeting and scheduling clients for appointments, and maintaining the privacy of clients. As well I have acquired various skills while working with a larger team at Au BonPain. Dealing with an extremely busy and quite competitive environment as a hospitality host I help to assist a variety of customers with any service they may require. In my various types of customer service roles I have provided my previous employers with excellent customer service ensuring new and recurring clientele.

As a potential job candidate I will put forth my very best to provide your company's consumers with exceptional customer service, delivering personal attention to each client thus building long lasting relationships in order to gain new clientele. I have enclosed a copy of my most recent resume that will hopefully illustrate my willingness to work within your company. I look forward to discussing this opportunity further with you.

With Regards,

D. Spencer

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