

Tyne Hazel
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January 9, 2020

To whom it may concern,

I've taken an interest in the internship position available that and would like to be considered for employment. Currently, I am enrolled in New York City College of Technology as a full-time student pursuing a Bachelor's Degree in Professional Technical Writing specializing and minoring in Psychology. I am taking several classes that are English-related such as Business and Professional Communication, Advanced Technical Writing, Planning and Testing User Documents. I was drawn to this position because I am enrolled in the major and would like to gain work experience, so I can see forth in the future and seek better opportunities. Throughout my years in college, I was fortunate enough to keep a stable position as a cashier and as a result I gained strong experience in customer service and retail while maintaining a 3.0 GPA. With my time being there, I was able to master the skill of handling money, merchandise transactions, and social relations. With my education and job experience, I'm aiming to leverage a proven knowledge of customer communications and retail sales skills to successfully fill the role at your company. I'm frequently praised as detail-oriented by my peers, I can be relied upon to help your company achieve its goals. During my time in school I also received the award And Honor: Queensborough Community College of City University of New York--The Faculty of the Department of English- The Arnold Arselsky Award, May 2017. Honors Award. With my education and job experience, I will be a great asset. I look forward to meeting with you to discuss the position further.

Sincerely,

Tyné Hazel