

JOB APPLICATION
Cover letter

Marge supérieure 2", police Times New Roman, grosseur 12

Return address
Current date

(4 à 8 retours)

Mr. David Robbins
The New Day Residence
P.O. Box 1047
Bytown ON K0A 1N0

Dear Mr. Robbins:

I am writing to apply for the position of part-time Resident Assistant which was listed with the career Placement Office at City College.

I worked with handicapped children in a previous job at the YMCA Day Camp. I found this experience very rewarding. I was also a volunteer at a day care centre. I like working with youngsters and plan to make a career of teaching and counselling children.

I have enclosed a resume which summarizes my experiences and qualifications. I would like to have the opportunity to discuss this position in a personal interview, and would be pleased to meet with you at your convenience. I can be reached evenings at (212) 315-8022.

Sincerely,

(5 retours)
(Signature)

Your name, typed

Enclosure