

Amina Muumin
651-352-9537 • muumi002@umn.edu

Hello,

I am writing to express my interest in the Sustainability Consultant Manager position at Pinion. I learned about the position on LinkedIn, and after reading through the job description and qualifications, I believe I would be a perfect fit for this program.

I am studying Environmental Science, Policy and Management at the University of Minnesota, while also completing my Fullstack Certification at Prime Digital Academy. I am very passionate about sustainability and strive to learn more about the environment and conservation everyday. I have done several projects during my undergrad experience planning policy, and implementing policy use in city planning as well as in the Minnesota Senate. I decided to pursue a programming certification to increase hard skills that will allow me to parse and analyze environmental data, an important part of environmental consulting and management. I will complete my degree and my certification in December of 2022.

Previously, I worked for the University of Minnesota's Office of Sustainability as a Student Sustainability Staff. I coordinated events for college students and orchestrated cutting-edge recycling programs, important environmental improvement projects and other sustainability strategies. I also assessed and proposed sustainability initiatives by considering cost-effectiveness, technical feasibility and acceptance and used software such as Javascript to analyze environmental data for the University.

I also worked in the Visitor Program Management department at the Seymour Marine Discovery Center. Located in Santa Cruz, CA, the Seymour Center is a renowned center of marine science education. Here I rewrote the training materials with the use of news articles and research papers. I was in charge of 200 volunteers during the center's open hours and worked to ensure a smooth and educational experience for attendees. I also recorded training videos and edited them and added closed captioning with the use of various softwares. This material has been used to thoroughly train and guide volunteers at the Seymour Center even after my departure.

On campus, I served as an intern for the Somali Student Association and was later elected the Public Relations Chair. I later took on the role of Liaison, and I used social media sites such as Instagram and Twitter to attract students to our events, with turnouts of up to 600 students while also keeping the general student body up to date on the institutional affairs.

I am a quick learner who prides herself in making the most out of the available resources. I value continuous learning, especially outside the classroom, and love to take on challenges. I am not afraid to take initiative and have refined my ability to pay attention to detail through my experience. I also have experience working remotely and staying adaptable through these trying times.

I would love the opportunity to meet with you and discuss this job posting. I am available at your convenience and hope to hear from you soon.

Thank you for your consideration.

Sincerely,
Amina Muumin