**Gurmanpreet Kaur**  
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Dear Hiring Manager,

I am writing to express my interest in a co-op position as an Analytical Assistant. As a third-year Chemical Engineering Technology student at Sheridan College, I have developed a strong foundation in analytical chemistry, instrumentation, and process control through both academic coursework and hands-on projects. I am eager to apply my skills in a professional environment and contribute to your team while further enhancing my industry knowledge.

Through my academic studies, I have gained proficiency in using various analytical instruments, such as gas chromatography (GC), high-performance liquid chromatography (HPLC), and plasma-based spectrometers. My ability to conduct chemical analysis, prepare samples for testing, and adhere to safety protocols makes me well-prepared to take on the responsibilities of an Analytical Assistant. I am also well-versed in ISO documentation and quality control, ensuring precise and reliable results.

In addition to my technical expertise, I have developed strong communication, teamwork, and organizational skills through my experience as a retail associate. This role taught me how to effectively interact with diverse teams, adapt to new situations, and provide excellent customer service—skills that are invaluable in any work environment.

Furthermore, I am a passionate perfume development enthusiast. I have independently formulated and developed perfumes using accessible techniques, which has allowed me to enhance my creativity, attention to detail, and ability to manage complex processes—skills that align well with the requirements of analytical and technical roles.

I am excited about the opportunity to bring my passion for chemistry and problem-solving skills to your organization. I am confident that my academic background and practical experience will enable me to contribute effectively to your team. Thank you for considering my application.

Sincerely,  
Gurmanpreet Kaur