

Jeffrey Rose
(Address)
jeffreyrose11@icloud.com
(Phone)

(Date)

(Hiring Manager)
(Company)
(Company Address)
(Company City, Province/State)
(Company ZIP Code)

Dear **(Hiring Manager)**,

I am writing to express my interest in your **(position)** position at **(company)**. I believe I have the knowledge and passion to exceed the requirements of this position. I am currently studying at Nova Scotia Community College's Centre of Geographic Sciences (CoGS) to earn a diploma in IT Programming, which has and will continue to grant me a solid base upon which I plan to build my career. From my time in CoGS thus far, I have created a strong foundation in problem solving and logistical thinking, along with an understanding of programming languages such as Python, SQL, and C.

My previous work was with a company called Randstad, who employed me to work as a civilian in the kitchen at Canadian Forces Base Greenwood, Nova Scotia. As part of my collective team my duties were to wash dishes, prep food and keep the kitchen clean to ensure a smooth operation for the troops. I also participated in several special dinners where we would serve a three-course meal to military members and high-ranking officers.

I take considerable pride and professionalism in my work, always striving for excellence. I am confident that my knowledge and passion will contribute greatly to your team. I would truly appreciate it if you would accept this letter along with my resume as my official application to **(company)**.

Sincerely,

Jeffrey Rose