

**Kyle Hillmann**

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Hiring Manager  
Kwik Trip  
324 2nd Street  
Chetek, WI 54728

Dear Hiring Manager:

Eager to be employed at Kwik Trip, an organization that fits my values of customer service experience, technical skills, and commitment to community service, I write to you. A hardworking high school student, who cannot wait to put some of that hard work into your hands.

Starting as a Dishwasher and ending my two years at Norm's Open Kitchen as a Chef, I learned to work during peak hours with maximum efficiency while multitasking to maintain quality—all of which I would bring to Kwik Trip in its operations and customer satisfaction. My technical skills in different areas such as HTML, CAD design, and network management would enable me to troubleshoot, optimize processes and will help with understanding technology used within Kwik Trip.

I have logged over 100 hours of service as a Key Club member organizing events and supporting local charities, thereby affirming Kwik Trip's focus on serving the community. I am looking to graduate high school focusing on a STEM degree and pursue electrical engineering work.

I appreciate your consideration of my request to discuss one-on-one how I can help Kwik Trip with my skills. I may be reached at 715-642-5851 or Kyle.Hillmann@gmail+work.com.

Sincerely,  
Kyle Hillmann