Kevin Mark

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To whom it may concern,

I am a recent graduate from the University of British Columbia and I am very interested in the [customer sales representative position under the Transportation and Logistics department which was posted on the West Coast Reduction Ltd. website a few weeks ago]. I would love to join your team as this is a great opportunity for me to contribute [to the business and service industry founded by the Diamond Family].

The biochemistry discipline has enlightened me on the biological and chemical processes that underline the many metabolic pathways of living systems. I have a very extensive background in organic and physical chemistry, developed through lecture and reinforced by laboratory experience. As a result, I have gained a deep biochemical understanding of several laboratory techniques including various types of chromatography, infrared and NMR spectroscopy. Furthermore, I am very well acquainted with basic as well as advanced biochemical techniques required to perform the projects outlined in my resume. These projects have enhanced the development of my strong scientific skills as well as my proficiency with technology and complex software systems.

Apart from my academic achievements, I have also previously been employed in both the service and technical hands-on industries. My time in the service industry has provided experience under strenuous team environments, improving my communication and customer service skills. Consequently, I have great interpersonal skills which maximize production while reducing conflict. On the other hand, my employment in salmon processing and aluminum manufacturing provided an opportunity for me to adapt and succeed in high pressure, fast-paced environments. In addition, my time at WCRL as a customer service representative demonstrates my ability to integrate my technical and social skills in interacting with and satisfying restaurant based WCRL clients. Furthermore, I hold a class 5 driving license with ICBC and maintain the capability to work anywhere within the lower mainland. Through my experiences, I have developed as an individual that is able to manage short and long-term goals who often coordinates with others to ensure efficiency.

I am a very driven and motivated individual that has shown excellence in both independent and team environments. I believe I have the skills and background to perform the required responsibilities for your company and I hope my talents and enthusiasm can be shared with your department.

Sincerely,

Kevin Mark.