

Lance Millam

Librarian

Contact

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Western Washington University

RE: Librarian

Dear Hiring Manager,

I was excited to learn about the Librarian position with Western Washington University posted on your company website and would greatly appreciate your considering my placement in this role. Having reviewed the position requirements I believe that I will be a valuable contributor to your organization's goals.

While in school, I spent time building my skills in many of the facets of librarianship. I am focused and diligent when managing workloads and prioritizing tasks to meet deadlines. I pursued a degree in library science because I believe in the importance of equitable information access and high information literacy.

My academic experiences have greatly contributed to the development of my collaboration, communication and critical thinking skills. I excel at communicating clearly and professionally with co-workers, management and students. I look forward to speaking with you further to provide details of my background and those qualities which I believe will be an asset to Western Washington University's goals. Thank you for your time in considering my application.

Sincerely,

Lance Millam