

30 Sunlake Way S.E.
Calgary Alberta, T2X 3E3

Dear Recruiter

RE: Police constable job

I am applying for a constable job within your agency. Please accept this letter enclosed as application for police constable as advertised on your website. The goal is to ascertain a job in law enforcement.

My current education in criminal justice is growing by going to Lethbridge College. The Criminal Justice Policing program has helped me in this. Skills that I have attained already are the ability to work in small teams, working unsupervised and always working in the public's eye. These have been acquired by working for the City of Calgary in the Parks Department.

To prepare for this full time position, in 2014 I have obtained my Class 4 Alberta Drivers License and obtained my certification in Standard First Aid with CPR Level C (Adult, Child, Infant). I also completed the Alberta Law Enforcement Physical Test (P.A.R.E.), and completed the Canadian Firearms Safety Course and Restricted Firearms Safety Course. During my work experience I have learned the value of developing and maintaining positive relationships with supervisors, coworkers and clients. Taking these measures to attain the job shows how much time I have committed to get this job.

The goal is to get an interview. Beneficial to the agency is my ability to synchronize well with others. "To maximize public safety in Calgary" is a goal for me to help the agency achieve. Working in a team is not new to me. I have learned how important teamwork, dedication and commitment are to any work environment and these are behaviors that I would bring with me to this new challenge. It would make me happy to meet with you and discuss the suitability of my skills for this position. My contact info is this Mmiller_@hotmail.com 403 510 7742.

Yours truly,

Mark Miller

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