14804 N 79th Ave

Peoria, AZ 85381

October 07, 2015

Mrs. Susan Leon

Educator

Centennial High School

14388 N 79th Ave

Peoria, AZ 85381

Dear Susan Leon:

My name is Maryssa Avelar and I am a senior at Centennial High School. Currently, I am enrolled in a class called “Internship for nursing”. I am interested in becoming a nurse. I decided to take this class to see if working in a hospital setting would be a good fit for me. I am applying for a job as an intern at your practice and would like to know if there are any positions available.

I have gained several skills through my last employer. I can handle a stressful environment. I was able to speak with irate customers and solve their problems efficiently. I was able to perform many different tasks with very little supervision.

I would appreciate the change to get an interview with you or and human resources contact. I will be contacting you shortly to see if there is an opening as an intern or if you would like to call me at 623-570-6815. I have attached my resume for you to review and thank you for your time.

Sincerely,

Maryssa Avelar

Enclosure