7812 W. Caribbean Ln.

Peoria Az. 85381

September 11, 2016

Dear reader, my name is Stephen Wiley, and I am currently enrolled at Glendale Community College. As of right now, I plan on pursuing an Associates in Applied Science at GCC to obtain any core credits necessary to proceed toward my main goal of becoming a veterinarian. After that I will continue on to a state university, such as Midwestern. Because of my desire to become a veterinarian, I am seeking a position that will work well with my current school schedule.

After several years of hard work throughout elementary and high school, I feel like I am prepared to take on any position that might help me to approach my goal. Here are some things I can bring to the workplace as an employee of your company/small business:

* An entertaining entity: Although most applicants would not state such a thing on a cover letter, I feel it is rather important to encourage having an enjoyable/fun workplace. Being able to walk in to work every day and enjoy your job is very important. Personally, I believe I can bring liveliness to the work area.
* Well-roundedness: When entering any field, being well-rounded can make adapting, working efficiently, and sociality easier. I have owned several animals throughout my life, I love to draw, and I have an easy time associating with other people. I believe these abilities and experiences give me an advantage over other workers.

* Quick adaptation: If there is any information that I am not “up to date on”, I’m willing to learn. Any information will be gladly accepted and put to use right away. As I stated a few paragraphs above, my purpose in obtaining this position is to expand my knowledge within the field.

Thanks you for considering me as a potential employee!

Much appreciated,