Dashawn Boddie

Newport News, VA 23607

(757) 928-0987

December 8, 2010

Ms. Karen Williams

Taco Bell

5020 West Mercury Boulevard

Newport News, 23605

To Whom It May Concern:

Upon browsing your company’s website, I discovered that there are openings for a Cashier/ Food Cook at Taco Bell. I would like the opportunity to discuss how my skills match your company’s needs in a personal interview.

My name is Dashawn Boddie. I have skills that will help me working here. I took three years of Spanish, I worked at Sonic being a cashier, and I worked as a volunteer. I’m very friendly with customers and always work at a fast pace. I’m trustworthy, I have good communication skills. I can still work and concentrate when things get complicated and I don’t fold under pressure. Choosing me as an employee it would be the best thing you ever did for your store.

A resume of my qualifications is enclosed for your review. I would appreciate an interview to discuss them with you.

Sincerely,

Dashawn Boddie

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