

Casey Contres
caseycontres2000@yahoo.com
464 Grace St. Northern Cambria, Pa 15714
(814) 243-7839

February 5, 2011

Congressman Shuster
204 Cannon House Office Building
Washington DC. 20515

Dear Congressman Shuster:

Ever since I was given the opportunity to intern in your Indiana office in 2008, I have seen how hard you and your staff work for your constituents, which includes me, in the 9th district of Pennsylvania.

I would like nothing more than to begin my career working for you as a legislative correspondent in Washington, DC. I feel that my skills would be a great addition to the staff. As a double major in political science and journalism at Indiana University of Pennsylvania, I learned to be an excellent writer, and I also became very educated on how politics work in our great country. My abilities as a writer would be extremely useful to the staff when writing up legislation and doing constituent correspondence. I also have strong communication skills that are necessary when meeting with other members of Congress when policy is being formed. My university recognized my abilities in communicating with others as a strength when they selected me to be an IUP Ambassador. My role as an Ambassador is to meet with prospective students and distinguished alumni and enhance the image and reputation of IUP. I understand life in the capital is much different than life at a university, but I feel I am extremely prepared for this next step. I spent 10 weeks in Washington DC last summer as a government relations intern for the American Iron and Steel Institute. My experiences with AISI were essential in learning to understand how Washington works and in my continuing growth as a professional.

I think some of my skills I have highlighted and my experience with helping with your staff and on the campaign over the last three years would make me a great potential addition to your staff. I hope we can set up an interview soon and talk more about a job. I cannot thank you enough for taking the time to consider my application.

Sincerely,

Casey Contres