14349 N. 76th Dr.

Peoria, AZ 85381

August 20, 2013

Michele L. Phelps, Coordinator

Volunteer Resources

Banner Boswell Medical Center

10401 W Thunderbird Blvd

Sun City, AZ 85351

Dear Ms. Phelps,

My name is Kaitlin Casillas and I am a senior at Centennial whom will be working towards the career of corpsman in the United States Navy. I am seeking a position in the medical field, preferably in emergency medicine in which would expand my knowledge, training, and experience.

My background and course work have allowed me to obtain skills and training in the field of medicine. Here are a few of the experiences that I can bring to this position:

* Over the past three years, I have participated in several medical education courses as well as the medical club on campus (HOSA) learning everything from vitals, to muscles and bones.
* Being in the medical field, it is necessary to obtain good communication skills

and be able to be outgoing and friendly. With the many clubs, groups, and sports I’ve

participated in; I am very well knowledgeable of being able to meet and greet new people.

* In my high school career, I have both participated and led several school clubs, groups, and sports. In these extracurricular activities, I have gained people skills and gained the knowledge and experience of working well with others.
* Finally, my coursework at Centennial High School has included numerous AP, Honors, and dual enrollment courses in Math, English, Science, and History. The rigorous coursework and schedule has really prepared me to approach any challenge that is present to me.

Thank you for considering me as a potential employee in your company.

Sincerely,

Kaitlin Casillas