

[REDACTED]

[REDACTED]

November 1, 2023

Mr. Mark Kline
6060 FFA Dr.
P.O. Box 68960
Indianapolis, IN 46268-0960

Dear Mr. Kline,

Having experience with animals, from dogs to livestock and lizards, I have always been interested in animal nutrition and husbandry. When I first learned of the open position as a Part Time Sales Associate for [REDACTED] from a current employee, I was eager to apply. [REDACTED] is a leader in the pet care industry, and I possess the skills you are looking for as part of the team. I am an energetic, motivated individual with excellent customer service skills, and I have a genuine love for animals as a pet parent.

As a former Sales Associate for [REDACTED] Pet [REDACTED] I was tasked with many responsibilities, from helping customers pick a quality product to ensuring the store was up to health standards. Six months into my employment, I was assigned to train new hires as I exhibited an ability to communicate my knowledge of products as well as being able to multitask. With excellent attendance and comprehension of company values, the management team assigned me supervisory tasks such as closing out registers, making deposits, and dealing with customer concerns.

After high school, I intend to further my education by attending the Community College of [REDACTED] and taking advantage of the dual enrollment program with the University of [REDACTED] for an Animal Science and Technology B.S. degree. This decision was made after completing Animal Veterinary Science 101, a [REDACTED] credit course offered at my high school. During this college-level course, I learned valuable information on animal nutrition for dogs, cats, and ruminant animals. I also learned about animal welfare laws and basic animal husbandry with hands-on experience caring for rabbits in class.

My experience working for [REDACTED] Pet [REDACTED] and taking a college-level course in Animal Science makes me a well-qualified candidate for the Sales Associate position for [REDACTED]. Following the conclusion of this letter, I hope you will review my resume and reach out to my references. I will be in contact with your office the week of September 25th. Please email me at [REDACTED] or text me at [REDACTED] if you have any questions or concerns. Thank you for your time and consideration; I am excited about the opportunity to join the [REDACTED] family.

Sincerely,

[REDACTED]