

# Campus Internship Cover Letter

823 Trinidad EstatesPort Malcolmbury, OR 49478-4326

**Dear Onyx Smith,**

In response to your job posting for campus internship, I am including this letter and my resume for your review.

Previously, I was responsible for guidance through activities to individual parents and guardians; organizes and assists parents including those with limited English proficiency.

My experience is an excellent fit for the list of requirements in this job:

- Proven organization and problem solving skills, as well attention to detail
- Working knowledge of Microsoft Office programs, especially Excel and Access
- Minimum of six months of experience working with Esri ArcGIS software and extensions
- Minimum of 18 months of experience in university relations or campus recruiting
- A single (technical and commercial) education will be an advantage
- Gain experience with & create world class strategies, systems, and processes
- Diverse career growth opportunities horizontally (IE, Senior IE, Lead IE, Project Manager) and vertically (several VP and Director roles) – all directly within the engineering organization
- Experience operating mechanized equipment

**Thank you for taking your time to review my application.**

Sincerely,

Greer Bashirian