



Malia Cook

Security Guard
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Kiri Sharpe

Senior Hiring Manager
Target
(432) 109-8765
k.sharpe@youreemail.com

Dear Ms. Sharpe,

Last year, I successfully de-escalated over 40 challenging situations, reducing the need for law enforcement involvement by 43%. I believe that my calm, assertive communication style allowed me to achieve peaceful resolutions and ensure staff and public safety. I hope to demonstrate the same strong interpersonal skills as a security specialist at Target.

As a dedicated professional with more than two years of experience as a store guard and a thorough knowledge of asset protection strategies, I am drawn to the opportunity to increase security for a brand with an established reputation for outstanding customer service. My recent accomplishments include:

- Using video surveillance and intelligence tactics to reduce company losses by 32% in 2020
- Achieving 100% accuracy for paperwork and incident reports and receiving praise from management for my attention to detail
- Receiving a company commendation for my sound judgment and quick response during an emergency in 2019

I would like to schedule an interview to explore how my keen observational ability and theft prevention skills can ensure the security of Target's employees, customers, and assets in 2021. Please don't hesitate to get in touch to make a convenient appointment.

Sincerely,

(Insert Signature Here)

Malia Cook

P.S. I would like to explain why I was praised for my use of merchandise recovery techniques during my most recent performance review.