

Michelle Sharp

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Rosalie Morton
Senior Hiring Manager
Per Diem
(765) 432-1098
r.morton@youreemail.com

Dear Ms. Morton,

During the final year of my Associate of Science in Criminal Justice degree, I scored in the top 5% of my cohort for Critical Thinking and Oral Communication. My strong interpersonal skills and keen analytical ability allowed me to achieve highly in these areas. I hope to apply these attributes as a security guard at the Per Diem clinic.

As an empathetic individual, the opportunity to support vulnerable members of my community to access secure health care appeals to me. I believe that I have the skills and work ethic to help Per Diem achieve its goal of providing compassionate services to substance users. My recent achievements include:

- Achieving a score of 98% for my coursework on de-escalation techniques in December 2020
- Receiving praise 3x from my assessors for my detailed understanding of the impact of drug use on criminal behavior
- Working collaboratively with a team of 5 fellow students to create a presentation on loss prevention strategies that won special recognition from our professor

I would like to arrange an interview to discuss how my attributes can help keep staff, service users, and property safe at the Per Diem clinic, and I am available at your convenience.

Sincerely,

Michelle Sharp

P.S. I would love to explain why my classmates voted me as their student union representative in 2019.