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New York, Jan 25, 2021

Gertrude Employer
Hiring Manager
Whitewood Finance
1 Main Avenue
New York, NY 10013

Dear Gertrude,

I want to express my excitable interest in the Associate program you are offering at Whitewood Finance. As a fresh Finance & Management graduate from the University of Montgomery, I hold a 3.75 GPA and have made the Dean's List every semester, setting me up with a solid foundation to get a taste of real finance at Whitewood.

During my time at UofM, I came top of the class in Financial Instruments, Macroeconomics, Microeconomics, all while performing the duties of the President of the Financial Society, organizing 30+ events, and 2 conferences per semester with a \$50,000 budget to manage. I am the owner of a thriving online watch store, turning over \$35,000+ a year in sales, and I have invested my money in a portfolio that I manage, based mainly on blue chip stocks, which have yielded a return of 5.2% in 2018, and 7.3% in 2019. During my last summer at UofM, I finished a six-week internship at Global Finance, during which I performed support and analysis duties for two multi-million dollar investment projects.

I believe I manifest the correct drive, initiative and skills, to be a successful banker at Whitewood Finance. I'm convinced I have an approach to certain things that some of my older colleagues will find refreshing, while I in turn will be able to learn a lot from them.

When could we schedule a call or a meeting for me to tell you about how I diversified my private portfolio in 2019 to secure a record yearly return?

Best Regards,

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for special situations there s a section entitled Sixteen Commonly Asked Questions About Cover Letters and Job Hunting

Writing Guide with Handbook Michelle Bachelor Robinson,Maria Jerskey,Toby Fulwiler,2021-12-14 Writing Guide with Handbook aligns to the goals topics and objectives of many first year writing and composition courses It is organized according to relevant genres and focuses on the writing process effective writing practices or strategies including graphic organizers writing frames and word banks to support visual learning and conventions of usage and style The text includes an editing and documentation handbook which provides information on grammar and mechanics common usage errors and citation styles Writing Guide with Handbook breaks down barriers in the field of composition by offering an inviting and inclusive approach to students of all intersectional identities To meet this goal the text creates a reciprocal relationship between everyday rhetoric and the evolving world of academia Writing Guide with Handbook builds on students life experiences and their participation in rhetorical communities within the familiar contexts of personal interaction and social media The text seeks to extend these existing skills by showing students how to construct a variety of compelling compositions in a variety of formats situations and contexts The authors conceived and developed Writing Guide with Handbook in 2020 its content and learning experiences reflect the instructional societal and individual challenges students have faced The authors invite students and instructors to practice invitational discussions even as they engage in verbal and written argument Instructors will be empowered to emphasize meaning and voice and to teach empathy as a rhetorical strategy Students will be empowered to negotiate their identities and their cultures through language as they join us in writing discovering learning and creating This is an adaptation of Writing Guide with Handbook by OpenStax You can access the textbook as pdf for free at openstax org Minor editorial changes were made to ensure a better ebook reading experience This is an open educational resources OER textbook for university and college students Textbook content produced by OpenStax is licensed under a Creative Commons Attribution 4 0 International License

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