

JDS

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Department of Human Resources:

I am interested in the position of being an after-school program assistant. I have worked with my mother in her daycare business for the past four years. I promote a quality and caring environment for all children while in my care. I have a natural ability to get children to open up to me, and they soon feel comfortable in the learning environment.

I am attaching my resume for your consideration. I look forward to meeting with you, and I hope that this will be a successful opportunity for your company, as well as, for me.

Sincerely,

Josephine Dede Sullivan