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Account Supervisor
Saxum, Inc.
Dear Ms. Hinderman,

It was a pleasure meeting you at Top Jobs last fall. The conference was a great tool to further assist my development into the field of Public Relations I desire. Specifically, your talk on critical qualities and skills really facilitated my self-evaluation, and ultimately, led to my interest in Saxum. Your fundamentals focused on strengthening the relationships you carry parallel the same morals my Colombian background has always prioritized. Your discussion on future plans really engaged this thought but since last fall, I have really dug into my interests and passions, one of them being social justice. Through my internship at the Women's Outreach Center, I have acquired a devoted passion for fighting the good fight that is human rights.

Through my position as the general intern, I work closely with the program directors, other interns, and various Student Life coordinators throughout the University of Oklahoma's campus. This has since been the most beneficial to me as I grow and further develop my relationships with these people, all working towards the same healthy cause. Building these relationships has been pivotal in developing the many successful and engaging programs held through the Women's Outreach Center. It strengthens me knowing that I am a resource to others knowing how to react in such sensitive situations. The program has been an incredible privilege, fighting alongside my peers and seeing them grow into young adult equal rights activists, working for the human issue that we battle every day.

Among my experience at the Center, I believe my academic record and independent, resourceful nature make me qualified for the position as an intern. My intern position at the WOC, current jobs in the service industry and as an office assistant at Servant Enterprises has helped me gain experience in making phone calls, performing ordinary office duties and executing numerous tasks that involve computer efficiency. For nearly three years I have carried out these responsibilities and others with organization, speed and accuracy, and I know I will be able to apply these abilities to an internship within the program.

I believe that I would be an asset to your program. This internship would provide me with the ideal opportunity to assist the company with my passionate energy and the fundamentals to expand my research skills. I hope my qualifications satisfy a match to fill the position. I have enclosed my resume and hope to answer any further questions you may have. I look forward to speaking with you.

Thank you for your consideration.

Sincerely,

Vivian Salamanca