

## Angel Williams

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Mrs. Melissa Snow  
Watkins Glen High School  
301 12th Street  
Watkins Glen, NY, 14891

Dear, Mrs. Snow

My name is Angel Williams. Thank you for the opportunity to interview with you. After reviewing your job description, it is clear that a candidate that is personable, approachable, and someone who is understanding is needed for the profession. It is also clear that the field is looking for someone who takes responsibility and can active listen well. Given these requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations of the company.

I am a driven high school student who has been consistently praised as dedicated, leadership worthy, and trustworthy by my teachers and peers. While working on charity projects and extracurricular projects, I have developed proven leadership skills, an understanding outlook, and a will to go above and beyond, which I hope to leverage in my future career in psychology.

For the past winter sport season, I served as captain on the Varsity Swimming and Diving team. In this role, I lead 22 girls through the season. Where we all learned to become a high functioning team with an effective support system. I also received the Sportsmanship award for my everlasting positive attitude and motivation towards the team. This will will aide me in the position in a psychology based job, because I know when to be a leader in a team, and how to always positive outlook in any situation.

In addition, I recently assisted my aunt with her sales of flower bulbs. Half of the proceeds went to the American Cancer Society, the other half of the proceeds went to the product itself. In the three days I had to sell, 11 pots of bulbs were sold by myself, adding up to \$108 in total, and \$54 to the charity itself. This experience will accelerate my success at any psychologist office.

After reviewing my resume, I hope you will agree that I am the type of competent and comprehensive candidate the realm of psychology is looking for. I look forward to elaborating on how my specific skills and abilities will benefit an organization. Please contact me at (607)426-50249 or via email at [awilliamswgghs@gmail.com](mailto:awilliamswgghs@gmail.com) to arrange for a convenient meeting time.

Thank you for your consideration, I look forward to hearing from you soon.

Sincerely,

Angel Williams

