

Malik Lewis

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Palmdale,CA

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Mrs.Session-Williams, CPP Instructor

Los Angeles Job Corps

1020 S. Olive St.

Los Angeles, CA 90015

To whom it may concern,

I am responding to the employment opportunity listed on your website. Please accept this letter and the enclosed resume as evidence of my interest in applying for this position. I feel my qualifications and skills would prove to be an asset for your organization.

I am currently attending Los Angeles Job Corps. I am seeking a job that will add experience to building my career. My key strengths for this position are that I have great communication and team work skills.

In addition, I am very organized, motivated, and well-mannered.

In closing, I would appreciate the opportunity of an interview to further discuss how my qualifications would be a good fit to your organization.

Thank you in advance for your consideration.

Sincerely,

Malik Lewis

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Malik T Lewis

1020 S. Olive St. #307

Los Angeles, CA 90015

(323) 363-0885

Lewis.Malik1@live.jobcorps.org

Objective:

To obtain a position as a server at your company.

Skills / Abilities:

- Friendly/Outgoing Personality
- Honesty/Integrity
- Motivation / Initiative
- Team work skills(Work well with others)
- Leadership Skills
- Communication skills(verbal & written)

Work History:

Lewis Family

Palmdale, CA

2014-2016

Child Care

- Feed the child
- Played with child
- Bandage up child's cuts

Tilly's

Palmdale, CA

2015-2016

Customer Service Care

- Opening Fitting Rooms
- Ringing Up Customers
- Restocking Shelves

Education:

Los Angeles Job Corps

Los Angeles, CA

2017

Culinary Arts

SIA Tech Charter High School

Los Angeles, CA

2017

Diploma