**Carley Uden**

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| Contact information available upon request – not for purposes of eportfolio assignment for KIN3190 class |

To whom it may concern,

As an experienced employee in the customer service & community service field, I am hoping to utilize my transferable communication skills and begin to expand my horizons while focusing in on my career goals. I am passionate about working with people and know that my personal experience which includes competitive volleyball and rugby, combined with my work experience will make me a competitive candidate within your company.

I am a hard worker who prides herself in giving my all wherever I am. My experience ranges from working with children to office administration to planning sporting events for the local high school. It is safe to say that my enthusiasm and spirit are some of my most valued qualifications.

I have completed my high school diploma (2011) and am continuing my education at the University of Guelph-Humber. I am currently completing my fourth year in the Kinesiology degree/diploma program. My goal is to find a position that can help me refine my existing skills and develop new ones as well as give me exposure to various fields.

Thank you for taking the time to review my resume.

Sincerely,

Carley Uden

Encl: Resume