

SHIVANI TANDON

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Dear Hiring Manager,

It is with great interest that I submit my resume to you for the **Student Public Health Inspector** position with your health unit. As a current student in the Bachelor of Environmental Public Health program at Conestoga College and my previous co-op experience, I feel I have a perfect blend of abilities, related involvement, and information that you look for in a qualified applicant.

As a result of the course-based learning, and my previous co-op experience, I have become proficient with the use of inspection software, strong investigation abilities with conscientiousness and critical thinking. I believe that my excellent work ethic, being responsive to inputs and guidance will allow me to work efficiently. I have the proven ability to work effectively as an individual as well as within a team environment as a result of my previous work experiences.

I am a vivacious and enthusiastic person and possess profound written and verbal communication skills. I have extensive experience in report writing, with strong critical and analytical skills. I hold close the values of sincerity, integrity, honesty, dedication along with striving to seek perfection and innovation in my work. Possess valid Class "G" driver's license and regular access to a vehicle for work.

My enthusiasm to pursue the work given to me and willingness to learn new things along with my skills and experience would make me an excellent asset to your organization. I would welcome an opportunity to discuss my qualifications with you in person.

Thank you for your time and consideration. I look forward to hearing from you.

Here is the link for my e-Portfolio for your kind referral: <https://about.me/shivanitandon>

Sincerely,
Shivani Tandon.