Sheena HAMM

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Tuesday July 24, 2018

Mr. Shumate

Executive Vice President

Construction Employers Association (CEA)

950 Keynote Circle, Suite 10 Cleveland, Ohio 44131-1802

Dear Mr. Shumate:

It’s with great pleasure that I am submitting my application, cover letter and resume to the opening you have for a Cement Mason position. I am excited to have the opportunity to enter the construction industry.

 As a graduate of the S.O.A.R/WorkNow program at the Urban League of Greater Cleveland, I’ve learned skills to help me preform effectively in the construction industry, such as communication skills, time management and leadership skills. With having over 6 years of customer services experience I know that having this experience is very helpful in the construction industry. I have the ability to perform and learn quickly, exhibit creativity, multi-task and be a strong team player. In addition to loving the challenge of building things and meeting quality and quantity goals. I am punctual, dedicated and eager to start a career opportunity in Cement Masonry.

Given the opportunity to perform I know I would be of great value to your company. Thank you for your time and consideration in giving me the opportunity to become a Cement Mason. You can contact me at (216) 314-5930 or sheena.hamm3@gmail.com at any time. I look forward to meeting with you to discuss my candidacy.

Sincerely,

Sheena C. Hamm