

Natalie Feaser

8711 Elmfield St NW
Canal Fulton, OH 44614

August 5, 2023

Stark State College
6200 Frank Ave NW St
302 North Canton, OH 44720

Dear Hiring Manager,

I am writing to express my interest in the Human Resources Intern position at Stark State College. As a Communications major with a focus on Strategic and Organizational Communication, I have the necessary skills and experience to excel in this role.

During my college career, I have used strong organizational and problem-solving skills in my projects and written work. In my Global Classroom class, I partnered with a group of students from Brazil, France, and South Africa to write a collaborative paper and create a slideshow presentation on college student's mental health. I communicated effectively with my teammates despite time zone differences to complete the project and receive an A in the class. I am organized and manage my time effectively, earning a 3.9 grade point average while taking a full course load of classes and working part-time.

In my previous work experience as an activities assistant, I helped ensure that functions and activities run effectively and efficiently. I supported new hires and ensured they were thoroughly trained before working independently. I am a fast learner and can pick up new technology quickly. I am proficient in operating Microsoft Office Suite products and several cloud-based software programs such as RDP, Campspot, and PCC.

Thank you for your time and consideration of my application. Please contact me at 330-754-9927 or naf50@uakron.edu. I look forward to the opportunity of an interview and the possibility of working for Stark State College.

Sincerely,

Natalie Feaser