

Box W2334
Wheaton College
Norton MA 02766

October 14, 2008

Ms. Janet Shephard
Pine Hill Animal Hospital
58 W. Main St.
Mansfield MA 02048

Dear Ms. Shephard:

I am applying for the summer Veterinary Technician Assistant position that you advertised with the Filene Center at Wheaton College. I am familiar with the Pine Hill Animal Hospital from my work at the Norton Animal Shelter. The Director of the Shelter sent me to your hospital with one of our injured dogs. I was impressed with the compassion and quality of care given by the staff.

While in high school, I volunteered at our local science museum where I learned how to appropriately handle animals. Some of these animals were in cages, and when I cleaned the cages, I would remove the animals to a secure location. Additionally, I fed the lambs and goats. At the Animal Shelter, I observed two surgeries for broken limbs. I am willing to collect lab specimens, assist in restraint of animals, and schedule appointments with owners.

I will be available from May 15 through August 15 and am eager to use my experience with animals to assist you in your practice. I will contact you shortly to follow-up on my application. Thank you for your consideration.

Sincerely,

May Chen