

December, 2006

To Whom It May Concern:

I am submitting my resume for a position at your organization. I am able to accommodate your needs as early as October 1, 2007. I pride myself on my interest in the business environment, organization skills, oratory skills and knowledge and interest in global society, culture and politics.

Studying International Business at Western Washington University, I have become very interested in the global business environment. I have also developed an interest in global transportation and logistics.

I am currently employed at YBM ECC, an English-language education academy, in South Korea's third largest city, Daegu. Working here has really improved many of my skills. Working in a very small environment, my organization skills have developed extensively, as it was necessary to remain highly organized in such a small and busy working environment. At the end of my contract, I will have been exposed to the Korean way of life for one year. Living abroad, I have trained myself to think in a more geocentric school of thought rather than in an ethnocentric (or USA-centric) attitude. I have also improved my Korean language skills greatly.

In addition to organization skills, I have also become accustomed to speaking in front of an audience on a daily basis. On occasion, I present lectures to adults as well. This has also aided in the development of excellent time management skills.

Prior to employment at the YBM ECC Academy, I worked seasonally for Holland America Line. I was employed for two consecutive seasons (2004-5) as a Tour Director. My primary duties were the facilitation of all tour logistics, speaking publicly, events planning and facilitation of cross-boarder movement of people with the US and Canadian customs offices. Through this position, I gained much experience working with people of many nationalities. My position as Tour Director has also allowed me to develop my oratory skills due to the fact that one of my primary daily duties consisted of speaking on a microphone daily in front of as many as fifty adults.

I would generally consider myself a leader. In high school, for example, I was president of the Korean Language Club, where I organized fundraising activities for and helped devise a homestay in Daegu, Korea. In college, I was a part of the student government team where primary tasks were working closely with students and promoting diversity.

I have no fears of taking ownership of a problem and for me, the most personally rewarding aspect of employment is the positive result—tangible or intangible—of a task of which I took personal charge. Thank you for considering me for the position, I hope to receive your feedback soon.

Yours truly,

Owen Wagenhals