

To Whom It May Concern,

My name is Parinder Kaur. I'm a second-year college student, working on my Associate of Arts in Psychology for transfer. Bakersfield College has an impressive student government that allows students and administrators to work together and help the campus be a better place for students. Please consider my request for employment for the student organization funding manager position as I want to be a part of the team and help other students succeed.

This role requires an individual who is active, thorough, organized, and detail-oriented, which are some of my strengths. I have previously worked as a student bank teller for Valley Strong Credit Union and as an assistant accountant for a logistics company. Through these roles, I acquired increased attentiveness, knowledge about business operations, and proper finance handling skills. When processing funding for student organizations, it's important to be detail-oriented and thorough to consider external factors and provide recommendations to support students with utilizing funds effectively.

I am eager to be appointed in this position because I will be able to generalize my technical and soft skills such as communication, critical thinking, and problem-solving skills to serve students and the BC community. In addition, this is an on-campus role that ensures flexibility with my class schedule, and I will be able to perform job-related duties without class schedule conflicts. Lastly, the student government's purpose is to effectively represent students' voices and opinions as it's the one resource that bridges the gap between students and administrators. I hope to be a part of this team to help other students and to actively participate in school activities and learn more about student organizations and the student government.

Thank you for your time,

Parinder Kaur