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Dear Recruiting Representative:

I am submitting my resume for your consideration in your search for a First Year Associate in your Management Development Program for recent college graduates.

While pursuing my degree at Rider I enhanced my leadership and public speaking skills through extensive campus involvement which culminated in my election as the Senior Class President. This provided me with the opportunity to work with University leadership on behalf of my fellow students to ensure that Rider University successfully prepares Undergraduates for a lifetime of success in their chosen endeavors. Throughout my term I was challenged to balance multiple commitments and successfully negotiate the diverse and complex needs of our 4,000 undergraduate students.

I am confident that I can immediately contribute to the success of your team and I would be grateful for the opportunity to discuss my resume and my background in further detail with you at your earliest convenience.

Thank you for your time and consideration.

Sincerely,

Andrew Rider