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Dear Future employer:

Throughout my life I have been exposed to numerous opportunities and endeavors that have lead me to naturally fit into leadership roles. In my experiences on the colligate level as well as my employment experience working in my field since 2008 giving me more experience than the average graduate makes me more confident that I am more than fit for the job.

I am currently pursuing my Bachelor of Business Administration degree concentrating in Management at Savannah State University where I am actively involved in my community and on campus. I have in several leadership roles in my numerous organizations in which I have immensely developed my abilities. My most challenging role in leadership in my role a Head Community assistant in my dormitory it requires me to be a part of a team as well as lead the team depending on the situation. An example of this is when my previous supervisor left her position and there was no Resident director for over a month. I learned how not only to juggle the task of leading my team during uncertain times, but to also delegate the tasks that needed to be completed.

Not only have I had previous experience, I am also resourceful, driven, detail-oriented, multi-faceted, and fully committed to everything I begin. If you have any questions please do not hesitate to contact me via e-mail or cellular phone at [tdmjolley@gmail.com](mailto:tdmjolley@gmail.com) or 757-653-7228. I would love to further elaborate on any further question you might have!

Best regards,

Tempest D. Jolley