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Hiring Supervisor
School District of Philadelphia

Dear Hiring Supervisor

Thank you for the opportunity to apply for the Supervisor - 21st Century Learning Program position. After reviewing your job description, it's clear that you are looking for a candidate that is extremely familiar with the responsibilities associated with the role, and can perform them confidently. Given these requirements, I am certain that I have the necessary skills to successfully do the job adeptly and perform above expectations.

I am a quality-oriented professional who has been consistently labeled as hard-working by my co-workers and management. Over the course of my 16-year career, I've developed a skill set directly relevant to the Supervisor - 21st Century Learning Program role you are hiring for, including community outreach, not-for profit, and public relations. Overall, I have consistently demonstrated organizational, communication, and management abilities in every aspect of my past Lead trainer role at TPFC, and I invite you to review my detailed achievements in the attached resume.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at (610) 637-7892 or via email at n.aberra75@gmail.com to arrange for a convenient time.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

Nebill Aberra