

493 Harrison Road  
Torrington, CT 06790

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Shevy Greene  
NWS Network Control Facility (NCF)  
Raytheon Technical Services Company  
AWIPS Network Control Facility  
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Mr. Greene:

I came across your job advertisement while browsing the internet, specifically, the Penn State Job Listings. I am interested in a full time job as a meteorologist at the AWIPS Network Control Facility. I graduated from Rutgers University with a B.S. in Meteorology.

I am currently employed at the Quizno's Subs in Torrington, CT. This job has been a pleasant experience for me. Not only was I able to interact with my co-workers, but I am now able to assist customers confidently and efficiently. My previous job working for a CPA, and even as a volleyball coach at the Torrington Parks & Recreation, helped me to strengthen communication skills with people of all ages. You specified in your job advertisement, that you would prefer strong verbal and written communication skills. I think that having an array of jobs and employers has helped me to strengthen my communication skills with people of all ages. I was also part of the Rutgers Weather Watcher team, which provided daily forecasts for the New Brunswick area, through the Rutgers Television Network (RUTV). This was helpful in learning some of the technical aspects of the meteorology field.

I am enclosing a copy of my current resume, which I hope will help you to better understand my background and personality. I have a very flexible schedule, and can work almost any day of the week, day or night. I can be reached at home at (860) 482-xxxx or by email at [name@eden.rtgrs.com](mailto:name@eden.rtgrs.com). Thank you for your time and consideration. I hope to hear from you soon.

Sincerely,

Name Here

Enclosure