

**Camp Farley**  
615 Route 130  
Mashpee, MA 02649

**Student Name**  
1 Main Street  
Sandwich, MA 02563

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**March 1, 2017**

Dear Camp Farley Manager,

I am applying for the job of camp counselor for this summer. A friend of mine, Harry Potter, who works at the camp, told me about the job opening.

Working with children is something I am very good at. You will find me to be very patient and able to deal with conflicts in a mature manner. I am also a very responsible teenager and would never be late or lazy. Living in Sandwich means getting to work would never be a problem for me. I can also work very well with other people.

From this job I would like to gain valuable work experience. It would also give me a chance to learn how to manage my money and gain responsibility. One day I hope to work with children as a career so this job would be perfect for me.

Thank you for taking the time to read this, and I hope to hear from you in the near future.

Sincerely,  
Sample Student