

Lana Halima Canaan



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March 6, 2009

Mr. Paul Ramos
Personnel Director
Juniper Culinary Academy
202 Park Boulevard
Juniper, NV 89268

Dear Mr. Ramos:

I am responding to the junior culinary instructor position that you recently advertised in the *Juniper Daily Herald*. As I indicated on the enclosed resume, I have the credentials you are seeking and believe I can be a valuable asset to Juniper Culinary Academy.

I recently received my bachelor's degree in culinary arts from Nevada Culinary Institute. The following table outlines my areas of concentration:

Food Planning and Preparations	30 hours
Food Safety	15 hours
Nutrition	15 hours
Regional and International Cuisine	21 hours

In addition to my coursework, I have the following culinary experience:

Assist with food preparation at my family's local pastry, bread, and bakery business

Prepare food and serve meals at Hope Mission

Assisted the chef with meal preparation and presentation during internship at The Garden Grill

Prepared salads, soups, sandwiches, entrees and desserts while working at the school cafeteria

I will call you next week to see if we can set up a time to discuss my career opportunities at Juniper Culinary Academy. If you would like to speak to me before then, please call me at 420-555-2939.

Sincerely,

Lana Halima Canaan

Enclosure