**![MC900196202[1]]()Ryan Morgan**

[Street Address] New York, NY 55900, H: 555-555-5555, [Email Address]

**Today’s date**

Botanical Gardens

Address, City, State, zip

Dear Sirs,

I’m looking for an entry level position in the Botanical Gardens.

I’m in my senior year at the Field Technical College and have always liked nature, including trees, flowers, shrubs – you name it.
Many times, I’ve wandered through the Botanical Gardens while working on school assignments and am familiar with each of its winding paths and arbors. I am punctual and devoted to my work, and am particularly gentle with wildlife. I am easy to get along with, have excellent ideas, and am willing to listen to the other side.

My experience includes:

1. Jobs around the neighborhood raking leaves
2. Rimming bushes.
3. Weeding gardens.

I set up the sprinkler system at Field Tech to save 50% of the water we’d been using until then and at the same time increasing the apple and pear tree production of fruit by 12%.

I’ve done a bit of landscaping for the mall on Main Street (corner of Locust and Main), and for the fast food strip on Sumner Avenue.
Last summer I worked for the city, removing bee hives from residential properties and transferring them to the trucks of waiting bee keepers without any mishaps.

I would really appreciate any entry level position you have in the Botanical Gardens and am waiting to hear from you soon.

Thank you.

Sincerely,

Ryan Morgan