

# Tess White

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**Dear hiring manager,**

I am an organized self-starter who takes pride in work well done. I am experienced in payroll, customer service and human resources. In the past I worked for a company that contracted out food services to school districts. I was responsible for payroll duties for five local school districts. I understand the importance of representing a business well and working as a team player. I believe I would be a good match for this position. Thank you for your consideration and I look forward to hearing from you.

**Sincerely,**

A handwritten signature in black ink that reads "Tess White". The signature is written in a cursive style with a loop at the end of the word "White".

**Tess White**