

FINAL TASK

Read the instructions and write a convincing cover letter (lettre de motivation). 120 words

Follow the different steps (6 steps) explained below.

*to apply for a job = postuler pour un emploi

*an intern = un stagiaire *to intern = faire un stage



Write a cover letter to apply for a summer job in California.

You are looking for a summer job in California and you see this ad. You find it very interesting and you want to apply. Write the cover letter.

- 1 **Read** the job ad and **identify** the job, the missions and the skills needed.
- 2 **List** your skills and your experiences, and **say** why you are interested.
- 3 **Write** your cover letter. Do not forget about presentation.

TALENT AND CELEBRITY EVENTS INTERN

Nickelodeon's *Talent and Celebrity Events* is a Talent Show for Kids.

JOB LOCATION : Anaheim, LA, California **Salary \$490/week**

The Talent and Celebrity Events intern will work with both the Talent Relations Team and Events/Celebrity Outreach Team. The intern will assist the team in researching new talents that may be booked for shows for the Nickelodeon channel. This intern will help the team prepare the set for talent shoots and will look after the young talents. He/she will assist the casting manager during the auditions.

The intern must be familiar with Talent Shows and feel comfortable with kids and teenagers. He/she must be very patient, have good organizational and relational skills and be prepared to work long hours.

YES YOU CAN!



Write a convincing cover letter

1 SALUTATIONS

Utilise une formule de politesse adaptée.

Dear Mr Fox / Dear Sir or Madam / Dear Mrs...

2 INTRODUCTION

Présente-toi et dis à quel poste tu postules.

As a student in...

I'm looking for an opportunity to...

I would like to apply for...

6 CONCLUSION

Sois convaincant et utilise une formule de politesse adéquate.

I really think we should meet.

Do not hesitate to contact me

*Sincerely
(signature)*

Dear Mr. Fox,
As an engaged, curious student with great organizational skills and work capacities, I am eager to explore volunteer opportunities at the Aquarium of the Bay.

I study the diversity of marine microbial communities at the University of Washington, and I'm looking for an opportunity to continue my research in one of the greatest environments our country has to offer. The Aquarium of the Bay is indeed a unique place for anyone passionate about marine wildlife and offers some of the most beautiful world species.

I am ready to meet any of your program's needs and requirements. With my experience and enthusiasm, I am confident that I could make a valuable contribution to the Aquarium. Thank you for your consideration.

Yaman

3 MOTIVATIONS

Exprime tes motivations en fonction de tes compétences et de ce que tu aimes faire.

I am eager to...

I like / love / enjoy...

5 COMPETENCES

Liste tes compétences et donne des exemples.

I have great organizational skills..

I can... I am able to...

I study...

4 JUSTIFICATION

Explique pourquoi tu as choisi de postuler auprès de cette organisation.

Your organization is indeed a unique place...