

Jon Higgins

September 22, 2015

Re: Volunteer – Accessibility Advisory Committee

Dear Mrs. Mercier,

I would like to bring my exceptional marketing, media, technical, communication, sales, and customer service to the workforce. Attached is my resume for you to view at your discretion. Both my professional experience and educational background personify the type of employee that most companies employ.

At 3M Canada, in the Regulatory Services division, I was introduced to the fast-paced results driven corporate work environment .

I have a strong technical knowledge of Microsoft Office Applications, Internet software, such as JavaScript, Dreamweaver, Google Analytics, Google Adwords, and Salesfoce.com. This knowledge was furthered by being employed as a technical support representative for Stream Global Services

My lengthy and decorated educational experience has provided me with exemplary decision--making and problem solving skills, which can be applied to any work environment.

I believe that I could significantly benefit the workforce. A company's ability to create a barrier-free work environment is also a positive consideration

Thank you for your time,

Jon Higgin