

Yosselin Xicara
309 2nd ST SE
Austin, MN 55912
March 14, 2013

Reichel Foods
3707 Commercial Dr SW
Rochester, MN 55902

Dear Ms Kelsey,

I am applying for the 3rd Shift Sanitation position because I believe that I can meet and exceed the required skills, experiences, and demands that you require. I learned about this position through the local newspaper, and I'd like to be considered for the 3rd Shift Sanitation position since I believe I have and hope to exceed your requirements.

I'm a hard worker, detail oriented, organized and like to complete the job on time and with success. Learning new things is always a growing process in any part of life, and I am always open to learning new things and improving skills. Teamwork is also important to me because things get accomplished and with a higher quality when we work together. Throughout the years in education and life experiences, I have learned many lessons. I've been shaped into a responsible, reliable being. When there is a problem in my way or don't understand something, I always reach out to someone who knows and understands the problem and will be able to teach me a solution. Listening is one of the most important skills I have learned in life. I like to challenge myself in anything that I do, and I have a passion for learning new skills. I have always exceeded academically. I have had the opportunity to work and help with a wide range of diversity off people and situations. Being bilingual, I believe, gives me an edge to communicate with a larger community of people. Stress and helping difficult people are just another challenge to life that I have dealt with and overcame easily. There are no difficult people just someone who is frustrated and needs to be understood.

The desire to help others is constant in my life, and thanks to the opportunities presented in my life I have been able to accomplish this. I have a passion for learning and helping others, which provides me with an opportunity to make an impact in someone's life. Enclosed is my resume for your review and consideration. I look forward

to hearing from you, Thank You.

Sincerely,

Yosselin C. Xicara Mayen

Yosselin Xicara

309 2nd ST SE Austin, MN 55912, 507-460-2575, Solidhielo@hotmail.com

EDUCATION

Riverland Community College Austin, MN September 2006- December 2008
Associates Degree
Awards & Honors: Dean's List, Austin Rotary Scholarships

Austin High School Austin, MN September 2002 - June 2006
Diploma
Honor Roll: 4 years

WORK EXPERIENCE

Rachel's Hope Austin, MN February 2012 - *Present*
Translating English to Spanish and Spanish to English. Translation of document and worksheets. Receptionist duties: set up appointments, call clients, answer phones, take donations. Sort out donations: clothes, diapers, blankets, shoes, toiletries, toys, etc. calling organizations for housing assistance, rent assistance, WIC, and the Salvation Army among others organizations.

Student Ambassador Austin, MN August 2008 –
May 2009
Gave tours to incoming students or prospects; Involvement with activities, dances, give-aways, food, etc.; Leadership, involvement, authority, and unity experience

Be Your Best Program Austin, MN June 2008 –
August 2008
June 2009 – August 2009
Participated: Tutored, interacted on fieldtrips, and set a good example for students' ages 16 to 21.

Student Senate Austin, MN August
2006 – June 2008
Communicated with Senators and Representatives at St. Paul, and Deans at Riverland Community College; Verbal, listening, and leadership skills learned;

Positions Held:

Spring 2008 - President
Fall 2007 - Vice-President
Spring 2007 – Secretary
Fall 2006 – Senator

Minnesota State College Student Association June 2007 – June
2008
Governing Council Alternate for the Southeast Region; Representative for six community

colleges, Albert Lea, Austin, Owatonna, Redwing, Rochester, and Winona.

VOLUNTEER EXPERIENCE

SOLAFIDE OBSERVATORY Austin, MN April 2012 - *Present*

It is open to the public throughout the year on Saturdays. Open and close the observatory. Find celestial bodies on computer and sky. Teach pieces of information to the public about celestial bodies.

Research Committee Austin, MN January 2007 – August 2008

Assisted in Dean of Science and Technology candidate selection and hiring process as student representative

Student Life Budget Committee Austin, MN 2006 - 2008

One of six students from the Austin and Albert Lea campus selected to meet with Dean of Students and Student Life Coordinator to provide input on college budget

Technology Committee Austin, MN March 2008 – March 2008

Assisted technology departments in project selection to receive priority funding; aided in determination of summer project funding such as updating programs at the college

Global Language Camp Austin, MN June 2002 – July 2008

Tutored English as Second Language students' K-9th grade; provided translation

Ellis Middle School Austin, MN October 2008 – June 2010

Mentoring 8th grade girls, to help them prepare for high school. Helping them with confidence and participation in activities or clubs in high school.

Austin High School Austin, MN November 2008 – June 2011

Volunteer to mentor, tutor, and help prepare high school girls alone with Girl scouts volunteers for college and social endeavors.

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References

Ruth Neitzell
Joanne Rasmussen
Jill

Linda
Rachel' Hope
808 W Oakland Ave
Austin, MN 55912
507-437-7595

Keith Snyder
SolaFide Observatory
407 15th st SE
Austin, MN 55912
507-440-1244

Liliana Haro
Library Clerk
Austin Public library
Austin, MN 55912
507-993-7210

Fidel Vazquez
CMT therapist
The Firm
Minneapolis, MN 55405
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327th MP Batallion
United States Army
Chicago, IL 60624
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Stephanie Meire
United States Marines Corps
Charlotte, NC
619-822-9278