

1170 South Highland Ave.
Ripon, CA, 95366
March 15, 2023

Gary Everhart
Federal Bureau of Investigation
11000 Wilshire Blvd. #1700
Los Angeles, CA, 90024

Dear Mr. Everhart:

I am writing to apply to the Federal Bureau of Investigation as a Special Agent under the Organized Crime field. I would be an outstanding fit for this position due to my superior determination, my passion to create a positive impact within my community, and my astounding professional skills. I was directed to you through connections with other professionals, specifically Jill Mortensen.

Not only have I graduated with a Master's degree in the Administration of Criminal Justice at the top of my class at Arizona State University but, I also have two years of experience with the Ripon Police Department and four years as an Emergency Medical Technician. This experience has allowed me to react to life-threatening situations calmly and professionally, gather relevant and important evidence, and work with various groups to collaborate on tasks and projects. I've been working in the Emergency Response field since I was 18 years old and I've gained deep, valuable knowledge throughout this time including the importance of organization and time management, the ability to adapt and solve problems with little to no help, and quick and decisive thinking to make the best decision possible for all parties involved. I have been described by many as driven, focused, and determined to succeed and this is reflected in my everyday work. My superior Leadership skills are due to four years of leadership training as well as being hired as a consultant to teach High School leadership programs all throughout California. I've often been in charge of organizing and leading groups of 4-60 people to success in various projects. This year alone I've successfully completed six projects positively impacting the leadership program or community. I'm known to be a hard worker that does not stop until the job is completed in its entirety by numerous employers. I am deeply passionate about serving my community and making this world a better place to live in, this passion will drive me to success no matter the task at hand.

I am available at any time for an interview and can easily make adjustments if need be. I appreciate your time in reviewing my application and considering me for the position of Special Agent in the Federal Bureau of Investigation. I can be reached by email at loechlermakenzie@gmail.com or by phone at (209)-598-5392. Please do not hesitate to reach out if you have any questions regarding my application. I have also attached my resume as per your request. I appreciate your consideration and look forward to hearing from you soon.

Sincerely yours,

Makenzie Loechler