

## Letter of Interest

March 28, 2012

Dear Ms. Betty,

My name is Shuyang Wang. I am interested in the International Program Coordinator position posted by Coastline Community College. CCC is famous for its ESL program and its EBUS program which prepares and helps students get into a four year university.

I got my Master degree of Accountancy from California State University, Los Angeles. Also, I have passed all of the four subjects of AICPA exam. In addition, I used to be a student in Orange Coast College around two years. During the time in OCC, I worked in Student Association Office. All the years study and working experiences in the United States allows me, an international student, have the opportunities to understand the US education system well. Meanwhile, I have my bachelor degree from Shenzhen University, Guangdong. The study experience in Shenzhen University and all of my elementary and high school in China make me an expert in Chinese Education system.

Right now I work in the international and accounting departments at Peking University, Shenzhen Campus. My job responsibility includes arranging foreign professors' courses schedule, assisting them to get legal documents and settle down in China, and helping them to communicate with students and coordinate with other Chinese faculties. Furthermore, I am a part-time TOEFL, SAT and AP teacher in Easy Test Institute. Also, I give speeches to students and parents sharing my experience in the US in order to help the company to attract new customers. Moreover, I still help students to apply universities in the US and help them to get the US visa successfully.

My resume, which is enclosed, contains additional information on my experience and skills. I can be reached via my Chinese cell phone [REDACTED] or by email at [REDACTED]

Thank you for your time and consideration. I look forward to hearing from you about this exciting opportunity.

Sincerely,

Shuyang Wang