

ABIGAIL RIDGEWAY

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Stephen Dalton Architects

444 Cedros, Studio 190

Solana Beach, CA 92075

To whom it may concern,

My name is Abigail Ridgeway and I am currently a junior at the Gary and Jerri-Ann Jacobs High Tech High in Point Loma. I recently learned about Stephen Dalton Architects through Russell Murfey of the Murfey Company. As part of my school's philosophy of acquiring workplace skills in a real-world environment, I am required to complete an internship in a business setting. I would love to be considered as a possible high school intern to gain valuable experiences for this career field.

I have a great interest in the field of architecture and design. I have researched your firm extensively and would be extremely grateful for an opportunity to intern in this field. I am a very passionate, self-driven student who will do as much as it takes to reach my goals. My hope is to expose myself to and receive hands on interaction around the field of architecture and design.

I currently volunteer at the Whittier School (K-12) in San Diego where I have been able to observe special needs students and work with their teachers. I have gained valuable hands on skills in addition to office work, such as electronically filing and converting documents. I will be able to apply this knowledge to the various aspects of architecture and show effective communication through these processes. I look forward to applying these skills while gaining valuable experiences in the field of architecture and design.

My internship experience spans the course of four weeks, beginning on Monday, May 14, 2018 and ending Wednesday, June 20, 2018. The hours are set by site, and are typically around a normal work day.

Sincerely,

Abigail Ridgeway