

To whom might concern

Dear Mr/ Ms,

My name is Virginia Agredo, and I am a graduate student at La Salle College in the Fashion Marketing program as a second degree (1st in Law). I am currently seeking for a job, as knowing that work experience is an important pillar in a professional career. Therefore, I want to start building a foundation in the fashion industry now.

My experience as a lawyer has helped me develop skills such as event organization, problem-solving, client management, strong analytical interpretation skills, attention to detail, multitasking and other transferable skills that would be relevant to my career in fashion.

I believe my combination of business (law) experience and fashion training is an excellent match and interesting profile for a position within a fashion company.

Please find enclosed a copy of my resume with additional information about my qualifications.

Thank you very much for your time and consideration. I look forward to further discussion regarding a potential job with your company.

Sincerely,



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VIRGINIA AGREDO

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 @Virginia Agredo

 @Virgie

LANGUAGES

English - Fluent
Second Language

French
Lower Intermediate

Spanish - Native
Mother Tongue

IT SKILLS

Microsoft Office

Adobe Illustrator

Photoshop

InDesign

EDUCATION

Fashion Marketing
2017- Present
LaSalle College
Montreal, Canada

Specialist Degree
in Business Law
2009
Universidad Externado
Bogotá – Colombia

Bachelor of Law
2006
Universidad de
Sanbuenaventura

PROFILE

Commercial Lawyer with 11 years of work experience, who decided to change her field towards business and fashion. Resourceful person and oriented to achievement, analytical thinking, attention to detail and plan and execute logistics tasks.

PROFESSIONAL EXPERIENCE

DKNY

August 2019- November 2019
Post: Sales Associate

Capable of generating quick and strong work relationships

Le Loft Sales Agency

January 2019- April 2019
Post: Intern

Able to efficiently coordinate and fulfill different client's needs, and the continuous adjustments of the client, in a fast-paced workplace

SSENSE

June 18-August 2018
Stock Department and Quality Control
Post: Clerk

Problem-solving ability with missing inventory in both stock system and warehouse

Law Background- Public & Private Corporations Colombia

June 2006–February 2017
Legal Departments
Post: Senior Legal Advisor

Negotiate, review and follow up commercial contracts

Analysis and advice on entry conditions to penetrate a new market

Organization skills to manage and solve different topics at the same time

Communication and leadership roles & organization of events

INTERESTS

Yoga & Meditation

World Traveler: Europe, Southamerica, America

Volunteering in non-profit foundations for animals

REFERENCES

Available upon request