

December 14, 2010

Dear Sir/Madam:

I am a 2008 graduate of Slippery Rock University with a Bachelor of Science Degree in Safety and Environmental Health. I understand there may be an opening in your company and would like a chance to meet with you regarding that position.

I have some safety regulation experience from previous employment, including learning OSHA regulations. With these experiences, along with my education, I believe I could contribute in guiding your company to better safety standards.

The curriculum at SRU has given me a wide spread education on most aspects of this profession. However, I believe that the best way to continue my education of safety regulations is to experience it first hand by being employed with a company who has a Safety department.

While attending Slippery rock University I was also a member of the baseball team. During that time I learned how to motivate people through different situations. I believe this experience will help strengthen my abilities further while working closely with fellow employees and professionals outside of the company.

Please review the enclosed resume and consider my application for employment with your company. I look forward to the opportunity to speak with you in person.

Sincerely,

Josh Rape

JOSHUA A. RAPE

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Callery, Pa 16024

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OBJECTIVE

To obtain an entry-level position utilizing my Bachelor of Science in Safety Management Degree I received at Slippery Rock University.

SKILLS

Excellent verbal communication skills.

Knowledge of the safety position from having some safety related work experience.

Creating knowledge from what I have learned in the classroom with what I have learned firsthand on the job.

Easy to communicate with.

Ability to easily grasp new concepts and ideas

Great at multi-tasking

Exceptional time management and organizations skills, which were mostly learned through balancing academics and athletics

Very proficient with Microsoft Word; Windows, PowerPoint, and the Internet.

Excellent work ethic and always willing to achieve more.

The understanding of how to manage many difficult situations at my current job.

Education

Mars High School

Aug. 1990-2003

K-12

High School Diploma

Slippery Rock University

Physical Education

Aug. 2003-Aug.2007

Safety Environmental Management

Aug.2007- 2008

Activities/Volunteer Experience

Slippery Rock Baseball Team Member

August 2003-May 2007

Lettered freshmen through senior year

Worked with team to accomplish goals

2005 and 2007 Regional Championships

Slippery Rock Baseball Camp Instructor

August 2003-Dec 2005

Assisted in the development of young baseball players

Gained good communication skills with all age levels

Able to work on leadership skills in teaching young children

Constructing a new baseball field for Mars Baseball

Summer 2001

Worked with other volunteers to build new baseball field, dugouts, and constructing batting cages

Mars Eagle County Baseball

Founded and began managing team.

2003-Present

Slippery Rock Intramurals

Softball, Football, Soccer

Honors/Awards

Summer Baseball

Mars Legion Baseball

Legion East All-Star

Summer 2002-2003

Butler County Championships

2001, 2002, 2003

Work Experience

Mars Home for Youth

Nov 2009-Present

Residential Advisor

Responsible for safekeeping of children

Organization and updating resident's files

Supervise therapy groups with children and help them succeed through the program.

Bipco Landscape

June 2009-Aug 2009

Supervisor of crew and landscaping development

Design new landscaping for home owners

Maintain lawns and landscaping

Danik Landscaping

Summer 2007

Responsible for maintaining landscaping

VLC Landscaping

Summers 2003, 2005, 2008

Responsible for driving trucks with trailers

Utilized machinery when needed

Built retaining walls and patios

Maintain lawns and landscaping

Ball Zone

Winters 2007 &2008

Instructing children from 6-18

Give basic hitting, pitching, and fielding lessons

Allman Masonry

Summer 2004

Responsible for placement of scaffolding

Mixing concrete

Carrying/cutting brick and block

Utilizing all machinery

Atlas Neon

Summer 2008

Digging/ installing signs

Using cranes/ PPE

Following OSHA guidelines

Certifications

OSHA Qualified Instructor with 30 Hour Construction Class

Certified in CPR

Course Work

All basic studies University courses

Aug. 2003-2009

All Safety and Environmental Management curriculum