



March 31, 2020

RE: Paid summer work experience at Ghirardelli for San Leandro High School Alumni entering their junior or senior year in college!

To the parents of San Leandro High School alumni,

For the seventh year, **Ghirardelli Chocolate Company** is excited to invite talented **undergraduates entering their junior or senior year** to apply for a challenging, hands-on experience in the Consumer Packaged Goods Industry. **This paid, seven-week summer work experience runs June 15–July 30, 2020.**

In 2012, Ghirardelli announced a generous financial partnership with the San Leandro Education Foundation's SLED100 campaign, along with a commitment to launch a **summer work experience program** for San Leandro High School alumni currently attending a four-year college. In 2014, the program was piloted with five SLHS alumni and it was a great success and in 2015 included six SLHS alumni. Ghirardelli is once again offering the program in 2020 and SLED is reaching out to former San Leandro Scholarship Foundation recipients to inform them of this unique opportunity. To find out more about SLED's accomplishments and how to get involved, visit www.sledfund.org.

The summer work experience will combine meaningful on the job work experience along with other activities such as interview skills training, chocolate school, and more. Ghirardelli is **hiring a total of 11 individuals** this year, at their corporate locations in San Leandro supporting the Finance, Quality Assurance, Human Resources, Operations and Marketing departments. This is a **paid work experience at \$18/hour, Monday through Thursday for 29 hours per week.**

To be considered for this opportunity, **please have your son or daughter submit a resume and brief cover letter including the area(s) for which they would like to work and why.** (No more than 250 words.) **At the top of their cover letter, they should list in order of preference (1, 2, and 3), which positions they are interested in.** Be sure to include all current contact information including: name, address, phone number, and email address as well as the year they graduated from San Leandro High.

Ghirardelli will be accepting **eleven** hires for the 2020 summer work experience program. All submissions, questions or comments should be sent to Ghirardelli@sledfund.org

Summaries of each position are attached with this letter. The **deadline to receive all applications is April 30th, 2020 at 8 a.m. PST.** If your application is selected, you will be contacted for an interview by early May or sooner.

Sincerely,

The SLED Board of Directors