***This is the feedback I receive from my supervisor, she told me to go back and reword my letter before turning it in HR Department and to the CEO. This is a very sensitive discussion topic let’s make it as professional it can be, and her comments are the following:***

* Don’t state salary in the beginning of the letter
* State **Clinicas de Salud del Pueblo** give you the opportunity to work (with no experience but you were a new grad of a BA in health administration)
* In the portion of *(highlights of how I have helped the department and the company in the past year) Don’t* put so many (I did these I did that) > no REMEMEBER: Experience came first.
* Also you want to state that you are very appreciated of the opportunity **Clinicas de Salud del Pueblo** gave you.
* State that while you were in Clinicas you been continuing your education by obtaining a Master’s Degree in International Business, and you have plan to start your PHD in Health Care Administration.
* State in your letter that: You will like to continue and meet your career objectives.
* Carried a latter, and want to advance in Clinicas de Salud del Pueblo
* Always talk nice of the company before requesting something.

P.S

Remember this letter is going to your supervisor the CEO and HR Department make it as professional as possible. You want that (YES) from them. You want that RAISE.