

20th November 2017

12 Blink Place,

Elwood Vic 3184

Dear Sir,

I am applying for the part-time position of video sales assistant that was advertised in Saturday’s Age dated 18th November 2017.

I have been working part-time at Greasy Fats for the past two years. During this time I was working at the front counter taking orders, cash handling, making burgers, cleaning, maintaining stock and scheduling rosters.

I won the “Crew member of the month” Award twice. This award is given based on punctuality, willing to work at short notice, performance, the ability to work under pressure and excellent customer service.

I believe the skills I have developed at Greasy Fats, combined with my interest in videos would make me suitable for this position.

I live locally so I can work at short notice.

I look forward to hearing from you. I hope you will grant me an interview.

Yours sincerely,

I P Daly

