September 19th 2019

J. Williams,

Teach for Australia

Dear J. Williams,

I am writing to apply for the position of Talent acquisition consultant as advertised on your career page. I have three years of experience in campus recruitment and additional experience in training and development programs.

In your job posting you mention about the ability to influence, inspire and motivate people to quickly develop relationships with potential recruits and individuals in organisation. During my time at Focus academy for career enhancement(FACE),which at time was a start up I was given the responsibility to recruit new talents and train them ready for the job. within one year I helped the company get pass outs from top universities to work with us and gave them the courage and confidence to face any great crowd.

When I saw the job opening I knew it was the perfect opportunity for me to offer my academic knowledge and my work skills. I have included my resume where you can know about my educational background and work experiences. Thank you for your time and consideration.

Please feel free to call me at 0420651117.I hope to hear from you.

Sincerely,

Dona