

Dear Sir/Madam

I am enthusiastic and highly motivated individual who is striving to obtain a Diploma in Industrial Engineering at Vaal University Of Technology.

I have reputation for work professionalism and process very strong ethics. I am quick to grasp new ideas and concepts, and to develop new innovative and creative solutions to problems. I can work well on my own initiatives and contribute effectively as team work. I can demonstrate the high level of motivation required to meet tightest of the deadlines. Even under significant pressure, I possess a strong ability to perform effectively. I am very keen to archive further professional development and I am positive that hour organization will be a good place to achieve that goal. I hope that on consideration of my resume you will be persuaded on my potential to perform well and make real contribution as a member of your organization.

Thank you for you time and consideration. I am available for interview at anytime and I am looking forward to getting a response from you.

Kind regards

Charmaine