

Luke Barton

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24th of October 2022

Dear Hiring Manager,

I am writing to express my interest for the full-time position of customer service team member, as was advertised on your website.

I have previous retail experience at Officeworks where I predominantly assisted customers with queries about products, answering phone calls, merchandising, housekeeping, and display maintenance. I also possess previous trade experience as a Pest Control Technician; where I consulted customers, installed rodent bait stations, applied pesticide and developed extermination plans. I have an interest of working with tools and horticulture; possessing basic knowledge, with a curiosity to learn more.

I'm currently seeking a full-time position in retail, while continuing my studies at university. I feel this role would be a great suit for me as I have the ability to work under pressure while keeping focus on the task at hand. I'm a calm and level-headed person, whom can always be relied on. I pride myself on ability to work autonomously, as well as being a strong member to any team.

I greatly appreciate the opportunity to be considered for this role and look forward to hearing from you.

Thank you for taking to the time to review my application,

Sincerely,

Luke Barton