

# ANNA GOETZ



## CONTACT

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 [https://annagtz2022.github.io/portfolio\\_ap/](https://annagtz2022.github.io/portfolio_ap/)

## PERSONAL DETAILS

### Date of birth

01.06.1987

### Marital status

Married

## REFERENCES

Available upon request

Please feel free to browse my portfolio.

[https://annagtz2022.github.io/portfolio\\_ap/](https://annagtz2022.github.io/portfolio_ap/)



## Assistant Purser

12 May 2023

Dear Hiring Manager,

I am writing to express my keen interest in the Assistant Purser position at Oceania Cruises. Throughout my career, I have excelled in various financial tasks such as researching office expenses, overseeing financial transactions, managing payment accounts, processing orders, conducting inventory audits, and maintaining accurate financial records. I have also demonstrated responsibility in collecting and depositing funds. Additionally, I can provide further details about my career decisions in a personal interview if desired.

Based on the responsibilities outlined in the job description, I believe my background closely aligns well with the requirements of the Assistant Purser position. Furthermore, my ability to conduct audits and train new team members will enable me to contribute to the seamless operation of financial systems on board. I hold a Master's Degree in Economics of Enterprise and possess comprehensive knowledge of the English language.

Having lived in both Ukraine and Austria before moving to Norway in January 2022, I have developed a deep appreciation for different cultures and perspectives and skills to communicate effectively with people from various backgrounds and build strong relationships.

Although my professional experience in Norway may be limited, I have gained valuable experience through volunteer work at the Embassy of Ukraine in the Kingdom of Norway and assisted in translating from English to Ukrainian for the Historical Museum, which helped me to hone my language skills and meticulous attention to detail.

While I currently lack shipboard experience, I am confident in my ability to quickly adapt to the unique environment and make valuable contributions to Oceania Cruises' team. With my diverse skill set, extensive expertise, exceptional communication abilities, and a results-driven approach, I am well-prepared to thrive in this role.

As a current holder of a residence card in Norway, I am genuinely excited about the opportunity to join Oceania Cruises' Purser team. My enthusiasm stems from the prospect of actively contributing to the company's financial operations and playing a vital role in driving business results.

Thank you for considering my application. I would welcome the opportunity to discuss my qualifications further with you.

Sincerely,  
*Anna Goetz*