**Miss Micha Waithe**

Canvale Crescent

Christ Church

Tel: 428-9816

E-mail:michawaithe@hotmail.com

December 30th, 2014

Dear Sir/Madam,

I am writing this letter to apply for a part time position within one of your island wide organisations. Your positive public image, known concerns for your employees and good service has attracted my interests and thus created the desire to be a part of your business. I am six teen years of age and I look forward to working in your organisation as I think it will help me to garner the requisite skills and experience to face the world of work and also to help with my personal development.

The key strengths I possess for success in this business include:

* The ability to complete tasks given
* The ability to adjust to any position given
* The ability to work efficiently without supervision

I have very good interpersonal skills which I believe will be an asset to your customer oriented organisation.

I am also an honest and hardworking individual who is willing, if given the opportunity to prove that I can be an asset to your organization.

Should an interview be required I can be contacted at the telephone number above.

Yours sincerely

Micha Waithe(Miss)

**References**:

Angela Devonish

Barbados Beach Club

428-9900