APPLICATION LETTERS

Fill in the gaps with the letter corresponding to the appropriate word/s and expression/s:

<div align="right">

C/ Rafael Cabrera 8
35002 Las Palmas de GC
Canary Islands
Spain
11th November 2014

</div>

(1)...........................
CMS Ltd.
Yoork House
15-19 Wood Lane
Coventry CV1 3LB
(2)........................

(3)...,

I would like (4)........................ for the position of Programmer Analyst, which was advertised in yesterday´s issue of the (5).................................

(6)……............. and obtained my degree last June. (7)…..................... I have been producing my own software products (8)........................ has given me a wide insight and experience of the market (9)………............... a certain knowledge of dealing with the public. I am familiar with Windows, electronic mail, LAN/WAN, high-speed network technology, 4GL, C, UNIX and relational databases. You will see (10)........................ that, (11)………............... my native language is Spanish, the last eight summers I studied in England, having done (12)………............... the last two, where I have acquired a good command of (13).............. language and business administration.

I am an open person, (14)................... working in a team (15)................... and (16)................. a company such as yours, where I think I could make use of my abilities. (17)...................... my level of English and my knowledge of software, (18).................. that I am well qualified.
(19)....................... you will find copies of two testimonials: one from the Dean of the Faculty of Computer Science at the University of Las Palmas de Gran Canaria and the other from my Tutor (20)........................... in London. (21)..................... the opportunity of an interview at any time (22)............................

If you decided to employ me I assure you (23).......................... to give satisfaction.

I look forward (24).......................................

Yours sincerely,

Mercedes Alonso

Enc: (25)...............................

a.	I would gladly join	b.	Enclosed
c.	A business related course	d.	Used to
e.	Curriculum Vitae and two testimonials	f.	I would welcome
g.	To hearing from you	h.	To be considered
i.	England	j.	Ms Anne Taylor
k.	I am confident	l.	I would do my utmost
m.	Dear Ms Taylor	n.	Due to
o.	At the Business school	p.	Environment
q.	Convenient to you	r.	From my CV
s.	I finished my computer studies	t.	For the last three years
u.	As well as	v.	Although
w.	Both	x.	Which
y.	Journal of Computer Science		