Dear………

I am a hard-working, knowledgeable and target-oriented person. I have always had a competence in building and maintaining relationships: which is one of the reasons I aspire to go into sales after university.

A-levels achieved in Maths, Economics and French at Charters School, Sunningdale.

I am going to Royal Holloway University to study computer science with Artificial Intelligence. My interest in technology is the reason for my aptitude in Microsoft Office (PowerPoint, Word, Excel and Outlook) and programming in C++.

Experience

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I hope I have given you sufficient information to give my application due consideration, but if not, please do not hesitate to contact me.

Yours sincerely,

Daniel Stafford

Telephone: 07926669340