Dear Ms Richards,

I am writing to apply for a festival staff position advertised at your website.

As for my hard skills, I am currently studying at the ITMO university in Saint Petersburg on a program engineering training area. I think I can be helpful at the technical part of the festival as I am learning programming and computer science. I also am quite fit and physically strong which enables me to ensure the safety and comfort of the public during the event.

I have used to organise a few events at my school. This helped me to improve my soft skills, such as communication, time-management and adaptability. I think it is crucial to have those skills in order to interact with the participants at the festival. Hence, I can calmly manage any crowd-related problems and speak English at C1 level.

Since I have taken part at different stages of running events, I firmly believe that I would be suitable for basically any kind of job you can offer me, so it is in everyone’s interest to try to work together.

Thank you for taking the time to read my cover letter. I hope to speak with you soon and learn more about the opportunities for staff position at Global Stage UK.

References are available upon request. I look forward to meeting with you soon.

Yours sincerely,

Fyodor Molchanov