ADEPOJU OLUWA TOSIN

NO 14 alferd olajide close off lekki epe express way ajah

08168315678

Adeopjuoluwatosin

[Date]

Recipient’s Name

Recipient’s Address

Dear Mr./Mrs./Ms. Surname

I am writing in relation to the recently advertised [insert position title here] position at [insert company name here] for which I would like to be considered.

[In the first paragraph describe your academic background and explain why it is relevant to the positon you are applying to.] Nulla in nulla diam. Maecenas ornare sem vitae orci auctor placerat. In pharetra ante at arcu. Class aptent taciti so per conubia nostra, per inceptos himenaeos. Nam maximus est sed pulvinar tempus. In vel diam et tellus cursus sollicitudin. Cras ut turpis ac quam bibendum ultricies. Aliquam erat volutpat.]

[In the second paragraph describe your previous work experience and why you believe it is relevant to the current job offering.] Pharetra ante at arcu ultricies, in sollicitudin lorem imperdiet. Class ad litora torquent per conubia nostra, per inceptos himenaeos. Nam maximus est sed pulvinar tempus. In vel diam et sollicitudin. Cras ut turpis ac quam bibendum ultricies. Aliquam erat volutpat.

[Include details on your personal skills and how they would benefit your work.] Mauris congue neque. Morbi est sem, imperdiet ac ligula nec, efficitur consequat ipsum. In pharetra ante at arcu ultricies, in sollicitudin lorem imperdiet.

Overall, I believe that I have the required experience and skill to undertake the [insert position title here] position at [insert company name here] and become a valuable member of your team.

I am looking forward to hearing from you soon and discussion my application further with you.

Yours sincerely,

Tosin adepoju