George Arokiasamy  
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Dear Sir or Madam

I have six years of experience working as a trainer in which I have acquired a wealth of knowledge. For this reason, I’m submitting this letter to apply for the trainer position. I’m sure my qualifications will match the requirements of this position perfectly.

I have the ability to teach clients the skills needed to be a success in the both soft sill and technical profession. I have the ability to set up a plan, coordinate and implement a training program for the staff. My abilities include monitoring the training programs to make changes when needed. This will increase productivity and ensure trainees have a thorough knowledge of the products and services provided by company. It will ensure representatives know how to interact with customers correctly and professionally as well.

I have obtained my bachelor’s degree in Aeronautical Engineering and Certificate IV training and assessment. I have the knowledge to conduct motivational seminars, technical trainings and occupational safety trainings. I welcome the opportunity to discuss the specific duties associated with this job in person.

Respectfully,

George Arokiasamy