

40 Westbourne Street
Drummonye
NSW 2047
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Date: 29/5/2013

Dear Australia Wide First Aid

Please find enclosed my CV for the position of Casual First Aid Trainer with Australia Wide First Aid. I would like to highlight some of the skills and experience I could bring to the department.

- I have been working in a trainer and management capacity for more than 4 years
- I have 7 years of working experience accumulated.
- Experienced Manager, Mentor and Trainer in competency base training for my staff
- Holder of First Aid certificate (6 years) and Training and Assessment certificate (2012)
- Excellent communication skills and multi-lingual.
- Holder of a Permanent Resident of Australia visa since 2010
- Owner of an insured vehicle

I have a strong desire to work for your organisation and continue my passion to improve the quality service delivery for my clients.

I would welcome the opportunity to discuss this position in more detail

Yours sincerely

Alvin Ho Wei Yuen