Dear Sir or Madame,

I have recently completed my Cert IV in training and assessment and i am very keen to acquire a job in this area as soon as i can.  I have qualifications and experience in fitness, massage therapy, remedial therapy and first aid.  I have been keen to try and get into teaching first aid courses for a while now as i have developed an interest in first aid over the past few years by working as a therapist in rugby union.

I have a BSc first class honours degree in Sports Therapy and for the past 3-4 years i have been working as a sports therapist with various rugby union teams.  In these roles i have been responsible for first aid as well as working on injury assessment, treatment and rehabilitation.  For this role i have done my RFU emergency first aid course as well as my regular first aid training whilst i have also done the SMA’s sports first aid course here in Australia.  As well as these first aid courses i have done an immediate care and pitch side emergency first aid course as part of my degree programme.  I also worked within a hospital for 18 months as a rehabilitation assistant and as part of this role we had to do a yearly first aid refresher mainly for the CPR component of the course. As part of working in a hospital setting there is always high risk and i used many first aid protocols during my time there. I did not personally have to do CPR but unfortunately during my time working in hospital i have witness numerous cardiac arrests and have seen CPR and emergency life saving measures such as defibrillators being used many times. I feel that these experiences helped me to realise how important first aid is as on a few occasions the fast actions of the staff meant that the person survived which makes first aid a very important aspect of life and something i would like to teach so i am able to make others aware of how important the first aider is in a situation such as this.

In my roles as a sports therapist i have had to deal with many first aid related situations from concussion to nose bleeds to broken legs and dislocated shoulders whilst i have also dealt with many first aid incidents in the gym environment.  So i feel that i have a good foundation of knowledge and experience in this field and over the past 10 years i have done my first aid training almost every year in some form or another.  I feel that because of the constant use of first aid principles and the constant refresher courses i have had to go on i am more than capable of becoming a first aid trainer and assessor.

During my time as a head sports therapist with the teams i have worked with i have always had student sports therapist working below me as i always wanted to help give the new generation firsthand experience.  This meant that i had the students came along to training and game days where a large portion of the service is to supply first aid to the players alongside other therapeutic modalities such as strapping and taping.  I always tried to get the students involved as much as possible and as part of the role of looking after the students i had to get them to do certain aspects so that i could watch them and sign off their competency sheet once each competency had been completed.  This involved aspects of pitch side first aid so on game days i would allow the students to do various tasks such as take players through a concussion SCAT test or if they had not done that aspect before then i would teach them how to do it. This role really helped me see that i would love to become a trainer and assessor and help teach future therapists, first aiders or fitness professionals.

I have also been in the fitness industry for 10 years now since completing my level 3 diploma in personal training and sports massage therapy whilst also obtaining my level 3 diploma in Pilates 6 years ago.  In my roles within the various gyms i have worked in i have always been lead first aider and have had to deal with many minor and some serious first aid incidents within the gym environment which has given me plenty of experience.  You can see from my attached CV that i have an abundance of knowledge, skills, experience and qualifications that means i am now an ideal candidate for a trainer and assessor role within an organisation such as yours.  Further to this i am motivated, have excellent communication skills (both written and verbal), easy to talk to and hard working making me an ideal candidate for a position such as this.

#### I am currently living in Canberra although it is more than likely that i will be moving to Melbourne or Sydney once my girlfriend’s job contract ends early next year.  I am keen to get stuck into teaching some courses ASAP so i am available to teach any courses you may be able to offer me and i am willing to travel to any location where i may be needed.  I hope you can see from my CV that i am more than an eligible candidate for a position with your company and that my experience, qualifications and skills are exactly what you are looking for.

#### I look forward to speaking to you soon.

#### Regards,

#### Marc McCool.