

COVER LETTER
SWEENEY WILLIAM GEEL
ID NO 690404 5017 081

To whom it may concern

APPLICATION FOR EMPLOYMENT – ADMINISTRATION | LOGISTICS | OPERATIONAL

I am a very reliable, accurate, calm, hardworking and devoted worker. I consider myself friendly and cooperative and regard myself very responsible. I respect authority, staff members and customers, especially seeing that the service that a company delivers to a customer is of the utmost importance.

I am trustworthy and can handle situations that require urgency or immediate attention.

I'm a quick thinker and company image is very important to me. I believe in walking that extra mile as I want to see satisfied customers and staff, proud of what was achieved.

In every opportunity given I take on the challenge and aim to prove not only to myself but also to the team that successful completion can be achieved.

I am applying for a position in this company because I know that given the opportunity, I will and can provide the best service in any position.

Thank you for taking the time to consider my application.

Yours sincerely

Sweeney Geel

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