

Dear Sir/Madam,

Please find enclosed my CV in application for the post advertised.

The nature of my work experience has prepared me for this position. It has involved a great deal of independent dedication, requiring initiative, self-motivation and a wide range of skills for me to progress to this level of professionalism. For all employment, an understanding of learning and development, quality monitoring and learner engagement was essential and I have found this very stimulating.

I am looking to continue this drive to succeed and increase my personal desire to achieve.

I am a conscientious and innovative professional, with a keen eye for detail and I should be very grateful for the opportunity to further my development within industry.

Thank you for taking the time to consider this application and I look forward to hearing from you in the near future.

Yours sincerely,

Martin Gilling.