Dear Sir/Madam,

Please see attached my Curriculum Vitae for your perusal, I would like to apply for the role of Trainee Site Manager for Story Homes.

I would very much like to develop my career within Story Homes with this great opportunity. As you can see from my CV I have a wealth of experience within the construction sector and would very much like to continue my growth within this role. I am more than comfortable with the build process and build stages, with the ability to read CAD drawings and plan for any site progress.

Although, I have been in a commercial role for four years I do feel I have the organisation and knowledge to progress within the company and fulfil this role to the high standard of build that Story’s are known for. I am a confident, organised individual that takes great pride in any role undertaken, and I feel this is a quality that makes a great site manager. Within my previous roles I have learnt the importance of planning ahead to ensure that any works on site can continue whether it be subcontract works or materials required by a supplier. I have always managed to keep good rapports with suppliers, staff and higher management and I’m confident that I could deal with subcontractors with the same rapport.

Coming from another large house builder I can work at a very quick pace, very consciously and accurately which I’m sure will be an advantage to keeping up with the pace of site work and be a valued member of the Story team to help the company raise to the national house builder level yet keep the 5 star house builder quality.

This year I have liaised with your Commercial Manager and Senior Buyer to become part of the Story’s team, but due to structure reforms etc it has not been possible just yet. I saw this opportunity on your website as I am very keen to work for Story Homes and be a valued member of the team.

Kindest Regard,

Melissa Husband