**Olivia Campbell**

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**To Whom It May Concern,**

**RE**: Architect technologist

A focussed and able Architecture Technology student with a predicted 2:1, keenly motivated to pursue a career in technology architecture, I see myself as the ideal candidate for this role. I really want to get into residential architecture as I enjoy this the most especially designing the interior.

As you will see from my CV, I have a very strong academic record, particularly in the areas of design and science, and am have natural abilities in IT. I have high levels of understanding and skill in AutoCAD, Model Making, Laser-Cutting, Revit, Sketchup, Photoshop, Dreamweaver, Illustrator and In-Design, and have recently learned of a variety of new software innovations. I am passionate about creation and innovation, and look forward to creating many future innovations using such software.

I very much enjoy working in teams, yet I am also a capable leader. Although a student, I have experienced numerous practical working roles in administration, childcare and the service industry. Throughout these roles I have been given extra responsibilities such as key-holding, and always receive good feedback for my ability to both handle my job, and help others where possible. I enjoy working in multicultural teams and possess strong communication and relationship building skills, with both staff and customers.

In order to conduct these roles alongside my studies, I have needed to be exceptionally organised. I am methodical and efficient and learn new processes quickly. I have a budding photography business and have advertised my work online, and when working as an administrator I also managed various promotional activities on social media, as well as assisted in business development and recruitment.

I hope my CV demonstrates my ability as I would greatly value working for/being accepted onto this programme. I would warmly welcome the opportunity to discuss matters further at interview.

Yours sincerely,

Olivia Campbell