April, 30th 2015

# Application for the position of Writer

To Whom It May Concern:

I am interested in applying for the above position advertised in Sribulancer on April 2015. I’ve just graduated from Swiss German University (Indonesia) but even I am a fresh graduate, I have an experience working in the hospitality industry for 1 year in 2 different places and departments. Being a fresh graduate is not only my strong point, I’m humble, curious, sincere and hardworking which are essentials personalities to work in the industry. Adaptable and flexible are also part of my strengths, it can be seen from experience working aboard which requires me to adapt quickly and work under pressure in the whole different language, culture and environment. My personality combined with my experiences allows me to work well and make me the best candidate for the position. My resume is attached for you review. I am confident that my skills and past experience could make great contributions to your organization. Therefore I would appreciate the opportunity to discuss my qualifications for this position in greater detail with you in person at your earliest convenience.

Thank you for your consideration and I look forward to hearing from you.

Sincerely,

Grace Aditya Gunawan