

Karim Duval
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Dear Mr. _____,

Please find enclosed my CV in application for the post advertised in the XXX Newspaper on 15 October.

The nature of my degree course has prepared me for this position. It involved a great deal of independent research, requiring initiative, self-motivation and a wide range of skills. For one course, Marketing, an understanding of the video games industry was essential. I found this subject very stimulating.

I am a conscientious person who works hard and pays attention to detail. I'm flexible, quick to pick up new skills and eager to learn from others. I also have lots of ideas and enthusiasm. I'm keen to work for a company with a great reputation and high profile like GoldLuxury Ltd.

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

Yours sincerely

Sincerely,

(signature)

Karim Duval