

Motivation Letter

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Dear Sirs

I am interested in your vacancy for work experience, which I have been made aware of by Anna Goddard in Bristol..

Use this paragraph to mention briefly, any relevant experience or qualifications that make you suitable for the work experience. Bear in mind that your CV will give a fuller account on your experience, and this letter is designed to make the reader interested enough to read the CV. So be precise and highlight only the key areas of experience, skills and/or training.

Use this paragraph to highlight why you want the work experience and what skills you can offer the Host Company

Please find enclosed a copy of my CV, which I hope will interest you. Please contact Anna Goddard to arrange a date and time for an introductory meeting, once you have decided to provide a placement.

I thank you for your time and look forward to hearing from you.

Sincerely,

Signature

Marie Mustermann