

HENRY COOPER

PROJECT MANAGER

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Karen Cunningham
Hiring Manager
Dayjob Ltd
120 Vyse Street
Birmingham
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Date 22nd May 2012

Dear Ms Cunningham

Kindly accept this application from a talented and capable applicant who wishes to apply for your project manager vacancy which was advertised on the dayjob.com website today.

I would bring to your company real life experience of the following areas,, and All of these being fields mentioned in the job advert. On top of this I am able to identify, exploit, take advantage of and fully develop any business opportunities that come my way.

With my present employer I have consistently exceeded all goals set for me, and am valued for my ability to deal with intractable situation by coming up with solutions that are acceptable to all parties. A good illustration of this is where I
My core strengths include, but are not limited to the following:

- Providing professional, accurate and independent advice on the management of projects.
- Recruiting the best team members, specialists and sub contractors for a project.
- Making sure the highest quality standards are always met.

I am very keen to join your company because as a market leader in your field you are able to offer candidates a range of superb career opportunities and an immediately challenging position.

I would be grateful for the opportunity to demonstrate my capabilities further at a interview. Please feel free to contact me to arrange a meeting at your earliest convenience. In closing I would like to thank you for taking the time to consider my application, and I eagerly look forward to hearing from you.

Yours sincerely

Henry Cooper



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