transport coordinator cover letter example

Ryan Brown

Hiring Manager Learnist Ltd 30 Viva Street London 6BH 11CH

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Dear Sir/ Madam,

I was extremely interested to read of your advertised for a transport coordinator, and would like to be considered for this position.

I have always worked for transport services since the beginning of my career. I would make an excellent coordinator as I am highly organized and take a practical approach with everything. I always provide an excellent customer service.

I am specifically interested in working for your company as a result of your excellent standards that you maintain and high reputation. I am ambitious and so therefore would like to be part of an organization that has high standards. I am highly motivated to be successful and your company provides that opportunity. I am a very good team player, and enjoy working with others. I am also interested in your company as you have strong opportunities for promotion.

I attach my CV which details my previous experiences as a transport coordinator, and also my education. I have included details of references whom you may contact if you so wish. I hope that you will consider my application to you favorably. I look forward to hearing from you.

Please note that I am available at any time for an interview, and I am immediately available to start work .

Yours sincerely

Your name

Your Address

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