

Alina Fantasiefrau
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87654 Musterstadt
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06 November 2017

Ms Fiona Graham
Manager
Creative Ltd.
29 High Street
Winchester
SO21 2YM

Dear Ms Graham

Application as a Marketing Assistant

I am responding to your advertisement for a marketing assistant with fluent German language skills. After my International Business and English studies at University College Dublin I worked for a British clothing company. I am a native German speaker and speak English and Spanish fluently and I am sure that these language skills will prove an asset to Creative.

My business expertise and practical experience next to my social skills enable me in the field of marketing assistance. I gained knowledge of a wide variety of marketing techniques and concepts and I am an excellent communicator and creative thinker. I am used to working under pressure when it comes to deadlines. Apart from that I am an outgoing person and always interested in what motivates people. I believe that I am the perfect candidate for developing your lead generation campaigns.

At my former workplace I was responsible for organising events and workshops for regional teams. Also, I am experienced in a variety of marketing campaigns. I am motivated by the prospect of working with Creative.

I am sure that I will play a vital role in your team to help Creative successfully reach its goals.

Please find enclosed my CV, which details my career history to date, along with information about other professional and linguistic qualifications. If you require any additional information, please feel free to contact me at alina.fantasiefrau@mail.de or call on +49 765 432 111.

I welcome the opportunity to speak with you about my qualifications and ways that I can contribute to Creative. Thank you for your consideration and I look forward to hearing from you.

Yours sincerely

Alina Fantasiefrau
Enclosed: CV