

11th May 2017

REF NO: (IF APPLICABLE)

To whom it may concern,

Please find enclosed my application, as I wish to be considered for the **(name what you are applying for and company)**

I am a hardworking and motivated individual whom is seeking a career as a Acceptance onto this will begin this journey. I am a practical and hard-working individual with a passion for **(what is your skills and strengths related to the job)**

In school I have always had a passion for subjects that are based around practicality such as **(name subjects done)**. For example. ***(Speak about examples and how this relates)***

As mentioned, both in school and outwith I have a passion for fixing things and being practical. **(state again where this course will take you?)**

(Why would this benefit both you and the organisation?)

Yours sincerely

Thomas Ham