

PO Box 631
Clare SA 5453

19/04/2014

The Manager
Open House, Gifts & Home wares
266 Main North Rd
Clare SA 5453

Dear Sir / Madam

I wish I apply for the position of sales assistant as advertised in your shop window on Saturday the 15th February, 2014. I believe I would be well suited to this position as I have retail customer service experience, am confident and friendly and am interested in the products sold in your business.

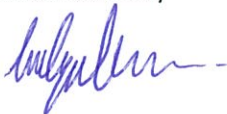
I have extensive customer service and retail skills as I have worked in a local retail business for a number of years. I am familiar with restocking shelves and product display and marketing, my friendly outgoing nature enables me to work effectively both in a team or independently.

I have excellent people skills and find it easy to converse with any customer. It is important to me to do my best at all times and assisting customers is a priority, which gives me great job satisfaction. I have a great work ethic and try my hardest in all areas of my life; this is evident in my school grade point average being over 90% and my commitment to sport. I also believe I will bring this can do attitude to the job if I am the successful applicant.

My interest in cooking and home wares began as a very small child when I first began exhibiting in the cooking section of the Clare Show. My siblings and I were honoured to have our chocolate crackle recipe featured in Liz Heartfield's bestselling 'Blue Ribbon Cookbook.' Over the years I have won many of my own blue ribbons for cooking and cake decorating, and so I am familiar with the more unusual utensils and equipment. I appreciate that Open House is the sponsor of a number of community organisations including the Clare Show.

I believe that my skills, experience and interests would make me an ideal addition to your team. I have attached my resume including my contact details and I am available for interview at your convenience. I look forward to hearing from you.

Yours faithfully



Izzy Lymburn