**resume letter**

Natalia Pokutycka

OBJECTIVE

interested in a paid winter-break job working up to 18 hours a week.

EDUCATION

Primary School named after Henryk Sienkiewicz, Stare Babice, Warsaw

Scholarship after graduating from  Paweł Jasienica IB highschool

COURSE WORK

Electives: English, Math&Science

Activities:  Mazowiecki Tennis Competition, Stare Babice Running Parade

SKILLS & INTERESTS

* Quick learner
* Big imagination
* In love with travelling and making friends
* Enjoy new experiences
* Keen on cooking
* Fluent English
* Passionate about Biology

COMMUNITY SERVICE

The Mniam Mniam, Izabelin, Warsaw Volunteer - money collected for diseases from selling cakes in the summer cafè

The BOSCH, Warsaw, Poland Helper - learning new skills and looking at management

GOALS

* Looking forward to studying abroad in London School of Economics and Political Science
* Setting up a fundraiser for homeless pets

Cover Letter

Dear Sir,

I am writing in reference to the offer of a new chef in your restaurant. I have a pleasure to apply for this position. I can assure you that I am a perfect candidate.

I have graduated  from  Paweł Jasienica IB Highschool. After finishing school I’ve decided to take a gap year.

I used to work at Różana restaurant, but after a year I had to quit due to enrollment at LSE University in London. Now it has been two years since then. I strongly believe that nowadays I am able to learn and work at the same time.

I started my history with cooking when I was about 3 years old. My skills comply almost every dish, including cakes and sushi. What is more, I love doing it and I never complain about it!

My key assets are being sociable and ambitous. I always try my best and never let go. In my previous job, I made great contacts with everyone. As I see it, it is really important to communicate with the group.

Working for you would be a privilege. Thank you for your time.

Yours faithfully,

Natalia Pokutycka