Ivona Premužić

10 Koprivnička St.

42000 Varaždin

Phone: ++385 95 651 782

E-mail: ivona.premuzic@yahoo. com

Varaždin, 15th December 2018

Dear Sir or Madam,

**RE: Position of the managing director in CRO SUPLAST d.o.o. VARAŽDIN**

 I am writing to apply for the position of the Managing director in the Management Department of your company.

 As you will see from my enclosed CV, I participated in a youth conference held in Ravensburg, Germany, with the topic „Europe under Construction“. taking part in the conference gave me the opportunity to upgrade my knowledge of English, as well as to improve my organisational and managing skills. I am sure that the experience I have gained will be useful in my future job. I possess all the key competencies and responsibilities that are required. Besides speaking English fluently, I am still working on improving my Spanish.

 It appears that working for your company would offer a lot of opportunities for developing skills and knowledge of your staff. An ambitious director who can lead his employees and compete at the market is what you need. My previous experience shows that I am comfortable with working in a team and I also enjoy doing it. If I am hired, I am sure to make an effective contribution to your company.

 I am currently available for interview which I am looking forward to.

Yours faithfully,

Ivona Premužuić