

Cesar Mathéo
White street, 17
4100 Seraing
Belgium
Tel. 04 12 95 35 23

Director of beauty model

Dear sir/madam,

Are you looking for an experienced secretary with excellent communication skills who is efficiency and can speak three languages? I am writting to your company because I am very interested in working for beauty model.

At the moment I am studying Secratary tourism in an belgian school. I have one year' experience of working as a secretary and 6 monts has a receptionist. Please fnd enclosed a copy of my CV for your interest

I believe i will be a valuable asset to your company because i am outgoing, communicative, organized, very efficiency and very enthusiastic

As you can see from my CV, I can speack English, French and Dutch and I am very good with computers.

Please do not hesitate to contact me regarding a possible interview if you would like to discuss my experience in more details.

I look forward to hearing from you.

Yours faithfully,

Cesar Mathéo

Cesar Mathéo