



Application Letter

From: Marco Silva

To: Sir John Picket

15th of April of 2011

Dear Sir, John Picket

I'm writing to apply for the job of IT Technician advertised in the daily "*Correio da Manhã*" of 23rd July.

I'm 40 years old. I attended a course in Computer Technology and completed the secondary school with the qualification required for a computer technician. I have knowledge in computer-level software and hardware. This is an area that I am very interested in and I would appreciate an opportunity to show my skills.

I enjoy working as part of a team, I'm a sociable person and I am available to embrace all types of projects.

I enclose a photograph and my curriculum vitae and I would be glad to attend an interview at any time.

Yours faithfully,

Marco Silva

Nome: Marco P. A. Silva

Turma: S-13 (Sistemas) Processo nº 21539

Data: 15-04-2011

Para Formador: Pedro Antunes - Disciplina: Inglês