

Monday, 10 May 2015

Dear Sir/Madam,

I wish to formally apply for a position of 'Apprentice Carpenter' with your company, which I have seen advertised recently.

I will be seventeen years of age on 8th September 2015 and have just completed the Junior Cycle in St. Ciaran's Community School.

I am enthusiastic and willing to work hard and learn. I would ask to be considered for any position which may arise with your company in the near future.

I look forward to the opportunity of meeting in person and I am available for interview at your convenience.

Yours Sincerely,

James Nevin