

Mr Jason How
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Tel: 07123 456 789

10 January 20XX

Name
Add1
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Reference: XXXXXXXXXX

Dear xxxxxxxxx,

I am looking to secure a challenging position as a Chemical Engineer with your company where I may apply my skills, experience and education to the benefit of the business. I enclose my Curriculum Vitae for your consideration.

In 2017, I gained a master's degree in Chemical Process Engineering at Derby University after completing a degree in Chemical Engineering at Lanzhou University in China in 2016.

I have gained valuable, practical, hands-on experience in both production and laboratory environments having worked as an intern at ABC Company. In addition, I have worked in a management role within a niche retail environment since completing my studies.

My interpersonal skills are of a very high quality; I work well under pressure and excel in planning and organising practical research and experiments.

I am confident my experience and abilities would provide a positive influence within a forward-thinking organisation such as yours. I would welcome the opportunity to progress any opportunities you might have available.

I am highly committed to developing a career within an environment that will allow me the opportunity to progress as I achieve my goals. Should you require any further information please do not hesitate to contact me.

Yours sincerely

Jason How

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