To whom this may concern,

My name is Matthew Connolly. I am 20 years old and currently studying in my third year of law(LLB) at Maynooth University.

I have previous experience working in retail through three former positions. During the time I was employed in these positions I predominantly worked as a stockroom controller/ assistant and have been working in customer interface on the sales floor for a year.

I have a strong understanding of retail stockrooms and how to handle day to day objectives such as deliveries, transfers, stock takes and face-offs. Overseeing these procedures has allowed me to develop essential skills such as time management and colleague communication, which I believe would be a strong attribute to add to your growing workforce. I also have a large interest in technology, which has pushed me to obtain an ECDL (European Computer Drivers License) which qualifies me to operate all aspects of Microsoft office professionally.

I am a hard worker and a keen learner, I view myself as a very self-motivated individual. I would appreciate the opportunity to display my hard-working attitude and skills. I am looking forward to hearing back from you.

Thank you very much for your time.

Yours sincerely,

Matthew Connolly.