Short Cover Letter

From CV Genius

Gregory.Obrien@gmail.com

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05911 135476

38 Queens Road, London NW14 9EG

Dear Ms Baxter,

I’m a professional driver with 4+ years’ experience delivering food in the Greater London area.

Familiarity with your delivery area and a spotless driving record make me an ideal candidate for your Delivery Driver position. At my last job, I was known for quickly planning efficient routes for delivering multiple orders, and I haven’t received a lateness complaint in 3+ years. Also, I offer exceptional customer service skills, proven by a 98% customer satisfaction rating.

Please reach me at 07444 555 555 or youremail@email.com to schedule an interview. I look forward to hearing from you soon.

Yours sincerely,

Gregory O’Brien

Tessa Baxter

139-141 Salmon Ln, London E14 7PG, United Kingdom +442075150493

Tessa-Baxter@gmail.com

29/06/2021

DATE

TO