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Ms Charlotte Walker  
Manager  
Walkers Sports Supplies  
Shop 12,  
Parkgate Shopping Centre  
[CharlotteWalker@Walkers.com](mailto:CharlotteWalker@Walkers.com)

Dear Ms Walker

I am writing to apply for the position of part-time Sales Assistant at Walkers Sports Supplies as advertised on the JobsOnline website. I was very excited to see the role was available as the combination of my customer service experience and sporting knowledge would allow me to make a valuable contribution to your sales team.

I am currently a Year 11 student at Park Hill Secondary College, where my favorite subjects are maths, PE, and business management. I am also studying VET studies in sport and recreation.

I have been playing soccer since I was eight years old, so I have demonstrated teamwork skills. Over the last couple of years, I have also taken on coaching and umpiring roles, which have allowed me to develop communication skills and also the ability to solve problems under pressure, which I understand would all be important skills to have when working at Walkers.

Through the soccer club, I have also been able to gain customer service skills by working in the kiosk selling food and drinks. It often gets very busy, particularly at half-time, and I have become experienced at working quickly under pressure, serving customers in a friendly and polite way and processing payments and cash handling accurately.

In addition to soccer, I am a keen follower of sports including tennis, football and cricket. With this interest I would enjoy advising customers in selecting appropriate equipment. I have been to Walkers many times and know you stock a large selection of cricket bats and gloves, tennis racquets, balls, and protective wear, not to mention a great range of footwear and clothes. I personally have an extensive collection of caps, most of which I have purchased from Walkers.

In conclusion, I believe I would be a good fit for the customer service role at Walkers. I am hard working, reliable and a quick learner, which my referees will support. I hope to have an opportunity to meet with you in an interview to discuss my application further. Thank you for your time and consideration.

Yours sincerely,

Hayden Smith