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Cover letter

Bahrain



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Bahrain

Dear HR,

I am thrilled to be applying for a career within your Organization Located in Bahrain. And I’ll be gladly an asset in any Positions within your offices. Nether less I am ready to develop and adjust upon your requirement. I am a highly motivated worker with almost seven years of experience handling many different duties through my career years. In addition, I graduated from Arab Open University with a degree in Business Administration, earning a 3.76 GPA. My skills, willingness to learn and academic experience make me an appropriate fit for any role.

During my last five years with Deeko Bahrain as an Export and translation officer, I developed many skills to assist with the rapid growth of company. I was tasked with scheduling appointments, handling key customers; receive claims and emails, developing long term relationships and following up with shipments, etc…. while through my studying I learned how to manage a sustainable development, contain a messy situations and have a holistic view and perception.

I would love to have the opportunity to join your organization, and I am highly motivated to participate in achieving its objectives.

Sincerely,

Fatima Salem