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Sheffield, 27 November

Daniel Ford

Smith Logistics

Sheffield S12 C03

777 77 77 777 ,

smithlogistics@mail.co.uk

Dear Mr Ford,

I am writing to express my strong interest in the Logistics Coordinator position at Smith Logistics, as described on the company's website. With a proven track record of successfully managing logistics operations and a strong focus on communication, collaboration, and problem-solving, I am confident that my skills and experience make me an ideal candidate for this role.

In my current role as a Logistics Coordinator at Steel Dynamics Ltd, I have honed my ability to effectively communicate with cross-functional teams, ensuring that all stakeholders are well-informed and aligned with our logistics goals. My collaborative nature has allowed me to work seamlessly with both customers and suppliers during the prototype phase, and I have a knack for resolving disputes and maintaining a positive work environment. My commitment to customer service helped me achieve successful deliveries in 96% of cases.

I am excited about the opportunity to bring my analytical focus, communication, and problem-solving skills to the team at Smith Logistics. I am confident that my experience will enable me to make a positive impact on your operations and contribute to your continued success.

Thank you for considering my application. I look forward to the opportunity to discuss how my qualifications align with the goals of your company.



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Nurse Sarah



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