

Task : Complete the application letter using the given words.

(position, advertisement, passionate, available, immediately)

Application Letter:

– (Your Address)

– (Date)

Heart to Heart Animal Shelter

123 Green Street, City Center

Dear Sir or Madam,

I am writing to apply for the volunteer (1) _____ at the City Animal Shelter. I recently saw the (2) _____ on your website and would love the opportunity to contribute to your organization.

I am (3) _____ about animal welfare and have experience working with rescue pets at a local shelter. I believe my skills in handling animals and my dedication to their well-being make me a strong candidate for this position.

I am (4) _____ for an interview at your convenience and can start (5) _____ if selected. I look forward to the opportunity to discuss my...