Cover letter



Read the letter and complete each gap with an appropriate word from the drop-down box.

(1) ..... Ms Campbell,

I'm writing (2) ..... response (3) ..... your job advertisement for an outreach worker. I have six years' experience working (4) ..... the charity sector. I have worked (5) ..... three years (6) ..... a social worker. I also worked as (7) ..... volunteer for three years (8)..... a centre for the homeless. I have good experience of working (9) ..... a team and organising my own workload.

Please find attached my CV (10) ..... more information.

I am looking forward (11) ..... hearing (12) ..... you.

Best regards,

Sam Hill

LIVEWORKSHEETS