Frank Peterson
Harapan Baru Resident
Jakarta
April 19, 2022

Mr Johny Knoville,
Personnel Manager
Levi Strauss and Co.
Jalan Palmerah No. 53
Grogol Utara, Kebayoran Lama, Jakarta Selatan

Dear Mr. Knoville
I am writing to you in response to your advertisement for a manager, which appeared in the Jakarta Post on Sunday, April 15. As you can see from my enclosed resume, my experience and qualifications match this position's requirements.

My current position, managing the local branch of a national shoe retailer, has provided the opportunity to work under a high-pressure, team environment, where it is essential to be able to work closely with my colleagues in order to meet sales deadlines. In addition to my responsibilities as manager, I also developed time management tools for staff using Access and Excel from Microsoft's Office Suite.

Thank you for your time and consideration. I look forward to the opportunity to personally discuss why I am particularly suited for this position. Please call me after 4.00 p.m. to suggest a time we may meet. I can be reached via telephone number 031-858564 or by email at Parmerston@gmail.com.

Sincerely,

Frank Peterson

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Read the application letter above and answer the questions below!

1. *Who wrote the application letter?*
2. *To whom is the letter sent?*
3. *What position is being advertised?*
4. *What is the purpose of writing the letter?*
5. *How did Frank Peterson know the vacancy?*
6. *Who is Johny Knoville?*
7. *What is Peterson's current position?*
8. *What has his current position provided with?*
9. *Do you think that Peterson is confident about his competence? How do you know?*
10. *Does Peterson indicate his willingness for an interview? Find the evidence from the text?*



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