

- * This is the actual email Camila wrote. There are some missing words; read it and complete the text with the words from the box.



apply - madam - skills - songs - part-time
interview - punctual - advertisement

Dear Sir/ a) _____,
I am writing with regard to your b) _____ which
was published this week on the Internet. I am writing to
c) _____ for the post offered to work as a party
entertainer.
I am 15 years old and I am a student at high school. I am
currently studying in the morning. The reason I am looking for
a d) _____ job is that I need to earn some money
to afford my personal needs.
I can work in the afternoon during weekdays and at any time
during the weekend. I am truly hardworking and
d) _____. I also enjoy working with children and
playing with them.
Having taken care of my younger cousins for more than 4 years I
can assure that I have developed certain
e) _____ such as patience, creativity,
enthusiasm and adaptability. I know lots of games and
children's f) _____.
I enclose my CV and a recommendation letter from one of my
teachers and a parental consent form.
I would be glad to attend an g) _____ at any
time convenient to you.

Yours faithfully,

Camila Rodríguez
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