

Dear Sir/Madam,

RE: Application for Truck Spare Parts Sales Person

I would like to apply for the above position, and having read the job advert and job description, I believe I possess the right qualities and skills to carry out the role to a high standard.

I am a positive, enthusiastic and self-motivated person who understands the importance of customer service in a role of this nature. I believe the experiences I have gained so far would enable me to deal with various job technical challenges, and your customers in a positive manner in line with the expectations of the role, and also in respect of the code of conduct required.

The key skills, qualities and attributes I have that I feel would be beneficial to the role include:

- (a) A reliable, trustworthy and flexible approach to all tasks.
- (b) Being able to use design software including SolidWorks, AutoCAD, and Microsoft software including MS Word, MS Excel, and Power Point software.
- (c) Being able to learn and master quickly new application software applied for business purpose.
- (d) An understanding of how important customer service is within the role.
- (e) Able to identify different spare parts for heavy truck (hose & trailer parts).
- (f) Able to communicate professionally with all colleagues, customers and clients.
- (g) An ability to work under pressure and complete all tasks in line with the job description.
- (h) Assisting the other team members whilst carrying out their duties.

NB: I am available and open to work for 24/7.

If I am successful in my application, I believe you will be impressed with my positive attitude to work, my ability to deliver excellent service and also my ability to learn the role quickly and reliably.

Yours faithfully,

Jafari Alfani Ruswetula,

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