DATE:08/10/2014

To whom it may concern,

I am writing in response to your advertisement in Hürriyet newspaper of 7 May 2014 regarding the tourist guide , please find enclosed my CV summarizing, my education, qualifications , and experience.

I first became interested in this job, when I worked as a waitress at the hotel restaurant in Voyage Sorgun city of Antalya. I wanted to study in that position, but I had not any experience and skills fort his job , so I could not. Although I have not any experience about this job, I can work with my knowledge as a tourist guide in this job. I love reading, searching, visiting different cities and countries. For his reason, to accept this job , I have attended many courses to get certificates and I have read many books, which were historical, social, and cultural, to learn new places and information about different places and things. I am studying at Karadeniz Technical University , department of English Language and Literature. My level is B2 and I am capable both speaking and writing, I think this is big chance for me to improve my language skills. I have been learning Russian for 6 months, so at the end of this year , I will have explained myself easily in this language.

I graduated from Tourism Vocation High School , and I have been working in this sector for 5 years , and I have worked many different places which were hotels and restaurants. For this reason, I can communicate with people easily, and explain myself faultlessly. I acquired my first aid diploma , so I know many things about that. Tourists come around every corner of Turkey to see different places and to enjoy , and I know many cultural, historical, and social places to enjoy and to do other activities with their qualifications, so I would suitable for this job. I got driving license before 8 months ago, it is so short time for your rule, but I obtained it with grade of A , so I am suitable driver to do this job. As I said before, I have been working for 5 years in this sector , so I am used to working irregular times and away from home for extended periods.

I would be available to come an interview at any time.

I look forward to hearing from you.

Yours sincerely,

**EBRU KARA**