

Company Name

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Date

Attention of [look up the name of the HR person or the one from the web advert]

Dear [name]

Re: Employment Application – [job name]

I am writing to introduce myself and also to apply for the position noted above.

A software developer with five years commercial experience in a range of areas including Visual Basic, Java, .Net, ASP and Database I believe I have the skills and abilities you are looking for. As you will see from my attached CV, I am not a 'job-hopper', preferring to build a long-term relationship with my employer. However, like most developers I enjoy learning new skills and staying up with technological changes.

I am looking for a company which invests in staff development to build solid, motivated and loyal development teams and, having researched your company I believe I have found this with you.

Having visited New Zealand three times recently , the last being in January I am committed to moving permanently this year. I shall be coming out again in August at the latest if no position is offered before then to attend interviews and meet contacts.

I would be pleased to discuss possibilities by telephone and can arrange to attend interviews in New Zealand given notice. In the meantime, please find attached my CV for your information. I look forward to hearing from you.

Yours sincerely,

[Your name]

Address: [Your address]
Telephone: [Your phone number]
Email: [Your email address]