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Dear Sir/Madam

I am writing with reference to your advertisement, which I saw online. The job is advertised as home based. I would like this job because I enjoy working with social media. As you can see from my attached CV you can see that I am good with computers and worked part-time for 6 months in the local computer store. I have also a diploma in ICT.

I strongly believe that I have the necessary credentials for this particular job. I believe that I am confident enough to be able to do well and pick up new skills quickly. My employment and education will make me an appropriate candidate for this position and will make a valuable asset to your organisation.

Thank you for your time in reading this letter. Please do not hesitate to contact me. I look forward to your call.

Yours sincerely,

John Smith.