**COVERING LETTER**

**I WOULD LIKE TO APPLY FOR THE ROLE AS A CONSULTANT FOR INTERIOR DESIGN RESIDENTIAL AND COMMERCIAL/ SHOWROOMS/ BUSINESS DEVELOPMENT/ EVENT MANAGEMENT/ TRAVEL INDUSTRY/ EDUCATION/ MARKETING AND SALES.**

**I AM AN EXCELLENT ADMINISTRATOR AND MY SKILLS WOULD BE USEFULL TO THE EXISTING TEAM AS A MENTOR. I AM A SELF DRIVEN INDIVIDUAL WHO HAS BEEN IN THE BUSINESS FOR THE LAST 30 YEARS. I HAVE WORKED FOR SHOWROOMS AS A MANAGER FOR OVER 60000 SQ.FT IN USA AND SOME IN PAKISTAN. I HAVE BEEN EXPOSED TO MULTI NATIONALS SUCH AS HOME DEPOT/ HUNTER DOUGLAS/ ARMSTRONG USA & LOUVOLITE U.K.**

**I AM USED TO WORKING IN A FAST PACED & BUSY ENVIRONMENT. EXPERIENCE OF TRAINING STAFF TO IMPROVE THEIR PERFORMANCE AS A TEAM BUILDER. HAVE BEEN CERTIFIED IN THE FIELD OF TRAVEL & TOURISM AND ENTREPEUNERSHIP IN EDUCATION.**

**THANKING YOU FOR GOING OVER MY SKILLS AND EXPERIENCE AND HOPE WILL BE SUITABLE FOR YOUR ESTEEM ORGANISATION.**

**YOURS SINCERELY,**

**RAZZA SHAIKH**

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