

Renee Okafor

14 Willow Row, Hartwell HW2 5NF
renee.okafor@mail.example

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Hiring Team
Wrenfield Bindery
6 Ropewalk Lane, Port Elm PX2 8QE

Application for the role of junior bookbinder

Dear hiring team,

I am writing to apply for the role of junior bookbinder that Wrenfield Bindery advertised on its website last week. This summer I finished a twelve-week evening course in bookbinding and paper craft at the Hartwell School of Art, and I would love to make that craft my everyday work.

For the past four years I have worked at the front desk of the Hartwell Community Library, where I also look after the local history collection and mend the covers and spines of the books that are read most. The work has taught me patience, a steady hand and a real respect for books that people keep for a lifetime.

I enclose my CV and photographs of three books I bound during the course. I would be glad to visit your workshop at any time that suits you, and I could start in November.

Thank you for reading my letter.

Kind regards,

Renee Okafor