Yetunde Oyelaran
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The Human Resources Manager
Wright Links Logistics Service Limited
Port Harcourt, Rivers State

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF LOGISTICS OFFICER

I am writing to apply for the position of Logistics Officer at Wright Links Logistics Service Limited, which I saw advertised on Omadaily. Wright Links Logistics Service Limited is a respected name in logistics & Transport, and I would welcome the chance to grow my career with your team.

I hold a B.Sc. Transport Management from Lagos State University, and I have 5 years of experience, most recently as a Logistics Officer at Greenfield Consolidated Ltd. In this role I plan daily deliveries for a fleet of 25 trucks, and I raised on-time delivery from 82% to 96%.

I know how important timing and organisation are in the work Wright Links Logistics Service Limited does, and I am reliable, well organised and calm when plans change. I am also skilled in fleet management, route planning and inventory.

I have attached my CV for your review. I would be glad to attend an interview at your convenience to discuss how I can contribute to Wright Links Logistics Service Limited. Thank you for your time and consideration.

Yours faithfully,

(Signature)
Yetunde Oyelaran

Free sample from omadaily.com. Edit it to fit your own experience.