Cover Letter

Thank you for the opportunity to submit an application for the part time position in your RV parts and accessories shop as advertised in the Leader newspaper. I believe I have the required attributes for the position, even though I am currently working full time I am reaching the age that I would like to semi retire and working on a part time basis sounds like a perfect fit.

I am an avid caravaner, my wife and I have a Jayco Journey OB which we regularly like to getaway in. I believe I possess the people skills that I could bring to the Page Bros organisation after years of conversing with customers in both a retail and wholesale environment.

We have been regular visitors (as customers) to your site including a previous purchase of a Jayco Discovery a few years back. The Journey OB was also purchased from Page Brothers.

I enjoy working with happy people in a team environment, and believe in assisting each other and the sharing of information. I have learned a lot from my many years of caravanning and camping and would enjoy working in such a growing industry, however there is also much to learn from others.

I would love to get the opportunity to meet with you and discuss the position.

Look forward to hearing from you.

Many thanks Craig Shine Resume

## **Craig Shine**

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## **Employment History**

#### 1977 to 27th April 1987

# Top Gear Motorcycles/Bailey Motorcycles

- Motorcycle / Light Engine Mechanic (Qualified)
- Spare parts interpreter Manager, Accessories
- Retail motorcycle sales

#### 27th April 1987 to current

#### Steve Cramer Products

- wholesaler of motorbike & bicycle accessories
- Manager (2IC)

#### **Duties** Performed:

- Product enquiries customer service
- Warranty management
- Technical Parts (Motorcycle, Bicycle Products)
- Hiring & firing
- Staff Management
- IT integration & maintenance
- Website construction & maintenance
- Software design & maintenance
- Field Sales Representatives coordination
- Purchasing (Domestic & International)
- Supplier liaison (Domestic & International)
- Advertising design for Print, Social & Web

### **Hobbies & Interests**

- Avid Caravaner & Camper (Love exploring Australia)
- Motorcycle Adventure Rider
- Amateur (Ham) Radio (Communications)
- Software & App Development
- Website design & setup
- Computers/Networking etc
- Photography