



Granville South Creative and Performing Arts High School

A Community and Selective School Focusing on Student Engagement and Success

53 Rowley Road, Guildford NSW 2161 Tel: 9892 2654 Fax: 9892 2764

Email: granvilles-h.school@det.nsw.edu.au

Acting
Principal

Trevor Price

Dear Sir/Madam,

I am a Year 10 student from Granville South Creative and Performing Arts High School and I am seeking Work Experience with your company for one week commencing on_____.

In particular I am interested in _____ and I would like to be placed with your company for Work Experience as (reason) _____

I have been conducting some research on _____ (job) and I am certain that Work Experience in this field would help me greatly in making my future career decisions.

Attached is a copy of my resume which outlines my educational details, achievements and interests.

I would be very pleased to have an interview with you to discuss my suitability. My telephone number is _____. Alternatively please contact the school's Careers Adviser, Mrs Kehagias on 98922654.

If an interview is not required could you please complete pages 2 & 3 from the Student Placement Record (please find attached) and return to the school via email betty.kehagias@det.nsw.edu.au or fax 9892 2764.

Thank you for your assistance.

Kind Regards,

(Sign)

(Print name)

(Date)