

Rick Smith  
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Ph: 08 8745 5555

Kieren Jones  
Bannon Transport Industries  
Mount Gambier SA 5290

12<sup>th</sup> October 2010

Re: MC Truck Driver

Dear Kieren

I wish to express interest in applying for the MC Truck Driver position as recently advertised in The Weekly Watch. I have my current MC Truck Licence combined with extensive driving experience and am confident in my ability to perform in this role.

I have over 20 years truck driving experience, operating a large variety of heavy articulate vehicles including Quad dog, Tankers, B-Double and single axle prime movers where I have gained skills in loading and unloading of a variety of goods with a current forklift license. I am competent in load weight estimations and compliance, fatigue management and am able to perform administrative tasks and accurate record keeping, both manually and computerised.

Other skills include planning the travel routes, monitoring of equipment including gauges, dials and other indicators to ensure vehicle is working properly and completion of minor repairs and maintenance.

I am a self-motivated, reliable, honest and prompt person who is willing to learn and enjoy being challenged in my work. I am also a good communicator, an effective team member and can work equally efficiently unsupervised under my own initiative. I have my own transport and am flexible in working times.

Please find enclosed a copy of my resume, which further details my skills, experiences and qualifications. I trust you find my application of interest and welcome the opportunity to discuss it in further detail with you at your convenience.

Yours sincerely

Rick Smith