

Anlage 2:

Musterbrief

Re: Your online job application

Dear Mrs / Mr,

With great interest we have read your internet presentation regarding yourself and your abilities. We are currently looking for new employees with initiative and a creative approach to work. It seems to us that you could well fit into our team of innovative thinkers. In order to get a better picture of your personality we would like to have a chance to meet you in person. Please let us know as soon as possible if, how and when you would be willing to meet us.

We are looking forward to receiving a positive answer from you as soon as possible.

Yours sincerely

Alistair B. Wilder
Personnel Manager

P.S. Please, don't hesitate to contact us if you have any more questions.