



LEILA RAHMAN

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Tesco

Reading, UK, 4 November 2024

Dear Hiring Manager,

I am thrilled to apply for the Shop Assistant role at Tesco. With over three years in retail, including my current role at Marks & Spencer, I've developed a real passion for helping customers and keeping the store organised and inviting. I'm confident my experience and enthusiasm for customer service would make me a valuable addition to your team.

At Marks & Spencer, I've enjoyed assisting customers with product recommendations, managing transactions at the till, and ensuring shelves are fully stocked and visually appealing. My dedication has been recognised with two "Employee of the Month" awards, reflecting my commitment to creating positive shopping experiences. One of my proudest achievements has been training new team members, which has not only boosted staff knowledge but also led to a 20% increase in upselling.

I admire Tesco's strong community values and commitment to quality service, and I'd love to bring my skills and positive attitude to your team.

Thank you for considering my application. I look forward to discussing how I can contribute to Tesco's continued success.

Sincerely,
Leila Rahman

Attached: CV and references