

Dear Sir/Madam,

I am contacting you in order to express my interest for a work placement/ traineeship at your [organization/company](#) (name of company/ organization) through the Erasmus+ traineeship program for the following months ( [please refer to the months](#)) Your company is one of the leading in the field of shipping and I would be honored to be given the opportunity to be part of your working team.

As stated in the attached C.V. I am currently an [undergraduate/ a postgraduate/ a doctoral Degree Student](#) (following Studies under name of your Degree) at **Cyprus University of Technology** in Limassol Cyprus, in the following Department ( [Name of your Department](#)) During my studies I have worked as a ( [please mention any relevant work experience you have had and the period spent and the name of the company](#))

Setting aside my academic qualifications, I have strong communication skills, I love working as part of a team, I am eager to work and learn as well as share my knowledge or experience within a given project. Finally, I consider having a traineeship at your company a privilege for my future career path and my personal growth.

I am available for a phone or skype interview, should it be required

Kind Regards,

[Name/ Surname](#)