

Vladyslav Bezhko  
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Dear Sir/Madam,

I am pleased to submit my application for the Legal Assistant/Paralegal. I have used this letter to briefly summarize why my application is worth attention.

I am excited by the opportunity to work at your company because I am sure that we could give something new and useful for the further successful work of the company.

As an applicant with skills in work for the result, critical thinking and problem solving and organization. I have confidence that I am a strong candidate for the role of Legal Assistant. I was engaged in legal support of the work of the regional administration and worked with a lot of information. In the Department of Innovative Development, I was the only one in charge of its legal part for six years. Legal support of tenders, drafting of regulatory documents. Also, full legal support for the activities of the start-up center, which was accountable to the department. I understand that there are the different between common law (Canada) and civil law (Ukraine) but I am going to do my best. In the future, I plan to confirm my diploma, study and get a license in Canada.

Thank you for taking the time to consider my application to join the team. If you have any further questions, please do not hesitate to contact me at bezhkovlad@gmail.com.

Sincerely,  
Vladyslav Bezhko