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Object: Application letter for a position in your organisation

Sir, Madam,

Eighteen years of professional experience at international level, have **widened my skills** and allow me to reconcile **two different ways of thinking** (public / private's) often considered as hardly compatibles. For what I am concerned, both of them give me strength and extensive points of view over situations:

Civil service to private companies, as a Trade Analyst (*civil servant activity through private law work contract*). This position covers a wide range of firm needs while facing export related procedures & strategy: from institutional contacts (*interface with administrations in which my experience is not so bad*), to writing economic surveys, organisation of firms attendance to international trade exhibitions, setup of distribution channels, including marketing, trading, branding, & legal aspects, aimed to create and promote an image, a product or a service and thus promote business.

Private companies mindset, in terms of pragmatism, strategy (*product range definition / distribution / price ...*), quality (*on working procedures / products / services*), customer care, schedules, monitoring of activities, result orientated actions.

Whether as a Trade Analyst (*Senior level from 1998*), or as manager of a start up (*set up and management for two years, of an import and distribution Ltd : products imported from China were distributed to French professionals*), harshness has always been the key point of my commitment.

Widened skills, also implies ability to team, budgets and project management, a use of computers ahead from common office software, an ability to communicate in 5 languages including Mandarin Chinese.

I wish now to propose my dynamism and skills to the benefit of a structure ready to invest in proportion to its goals. My professional satisfaction is related to initiatives and responsibilities, as well as to a satisfactory financial package. I have full and immediate availability for moving to Asia no matter the frequency, and also to settle down in China (*where I already lived for a year*), **as this country is at the heart of my interests**.

Used to high level contacts, including at diplomatic stage (*I took part of support activity during the candidacy of Milan for the 2015 universal exhibition, which will follow the one in Shanghai in 2010*), also aware of geopolitical issues, I am ready to examine every proposal that you may be willing to communicate (*related to my skills*) should it be in terms of project management or representation of the interests of your organisation.

Would you need any other piece of information, please do not hesitate to contact me.

Sincerely yours

G rard DUPIN