

Question 2 (a) cont'd

Our Ref AJ/001 Date

Mrs. Anna-Sue Jamieson
Social Worker
Ministry of Youth & Education
St. Kitts and Nevis

Dear Mrs. Jamieson

We ~~are~~ ^{hereby} take this opportunity to
invite you to our school to
Share ^{expertise and} your knowledge and provide
guidance to ^{the members of} our graduating class
of 2018 who are looking forward
and seeking a bright career
ahead. [With your vast and
indepth knowledge in the area,
We ~~expect~~ ^{ask that} you deliver on the
topic: "Interviewing Techniques,
Success for the Future." This
activity is scheduled for August
15, 2018 in the auditorium. ~~This~~ ^{Your}
presentation will provide them
with a range of ~~opportunities~~ ^{techniques}
and a clear picture of ^{how to} ~~the~~
succeed in the world work
environment.

We look forward to your
~~favourable response~~
~~presentation~~ and wish for your
continued success.

Sincerely Yours

lc/trs

Phillip Anderson
Career & Placement Officer

(26 marks)