



July 2008

Dear Applicant,

Thank you for your interest in the vacancy of Marketing & Communications Manager of the NBTN.

I enclose a package of information about both the job and about Campaign for Better Transport generally, as well as an application form.

If the enclosed information is of interest, and you feel that you have the necessary skills to fill this post, please complete the application form and return it, together with a letter setting out why you feel that you are the best candidate for the position and what you will bring to our organisation, to **recruitment@bettertransport.org.uk** or by post to **Campaign for Better Transport, 12-18 Hoxton Street, London N1 6NG** as soon as possible. The deadline for the receipt of completed applications is **5pm on Wednesday 20 August**.

Please note that your covering letter is a part of your application, and will be taken into consideration when we are short listing candidates for interview.

All applicants will be contacted by Friday 22 August and advised whether they have been selected for interview. Successful applicants will be interviewed on **Wednesday 27 August**.

I look forward to receiving your application.

Yours sincerely,

A handwritten signature in black ink that reads "Stephen Joseph". The signature is written in a cursive style with a large initial 'S'.

Stephen Joseph
Executive Director