# 英语书信自我推荐范文(优选17篇)

来源：网络 作者：九曲桥畔 更新时间：2025-01-28

*英语书信自我推荐范文 第一篇这个星期，我们刚期末考完试，我以为自己考的很好，可前几天发下成绩单时我却完全惊呆了，英语才3(3代表我只考了70分以上)。这样的成绩真有些丢人，这是我的成绩吗？怎么考的一塌糊涂呀。我不可能只考了这么几分。我怎么会...*

**英语书信自我推荐范文 第一篇**

这个星期，我们刚期末考完试，我以为自己考的很好，可前几天发下成绩单时我却完全惊呆了，英语才3(3代表我只考了70分以上)。这样的成绩真有些丢人，这是我的成绩吗？怎么考的一塌糊涂呀。我不可能只考了这么几分。我怎么会考得这么差？是我没有认真复习？我在心里一遍又一遍地问自己。我越想越生气，几乎都要哭出来了。哎，我想来想去觉得还是我平常学习不努力和做题时粗心造成的。哎，不想了，这次的考试也算是对我的一个惩戒吧！它为我敲响了警钟，也为我打了一针清醒剂。一次失败算不了什么，失败也许是成功的前兆。只要努力改正粗心的毛病，我一定会成功的。

努力吧，我要告别粗心！这次考试我考得非常不好，下学期我一定要好好学习，改掉不好的毛病，争取在以后的考试中考出好成绩。加油！

**英语书信自我推荐范文 第二篇**

尊敬的公司领导：

首先祝您身体健康、工作顺心!更感谢您在百忙之中垂阅我的求职信!

我叫，是山东工贸职业技术学院工商企业管理专业20xx级的在校生，马上要面临顶岗实习，我谨向贵单位诚荐自己!真诚的希望将我所学的知识与才能在贵单位得以施展，开拓，与运用。做为一名工商企业管理专业的大学生，我热爱我的专业并投入了巨大的热情和精力，希望毕业后直接投身社会生产经营实践，实现自身的价值。虽然主修企业管理，但我能教熟练地掌握物流管理、供应链管理，现代生产与运作管理，仓储与配送管理，等知识，还能熟练应用office办公软件，具有较好的英语听、说、写、读等能力，更重要的是我的自学能力得到了极大程度上的提高，并且具备较快掌握一种新事物的能力。

除此之外，我还利用业余时间选修市场营销、市场预测与分析、国际贸易、采购管理，统计、会计学等多门课程。我想这种能力能在我以后的工作中起到更好的作用。

在校期间我利用课余时间广泛地阅读大量的书籍，不断充实自己，让自己能成为一名德、智、体等多方面发展的优秀大学。另外多次参加实践活动，培养了一定的接洽客户和管理能力，曾获得“社会实践先进个人”称号。

在校期间，担任院广播站站长、文青语言社常务理事、班级文体委员等职务，具备较强的组织协调能力。在工作期间，受到学院领导、师生的一致好评。曾代表我院参加省市各项比赛，并取得不错的成绩，如“安徽省十二运健美操比赛第八名”、“安徽省第五届大学生创业大赛金奖(第一名)”。

我热爱贵公司所从事的事业，殷切地期望能够在贵公司的领导下，为这一光荣的事业添砖加瓦;并且在实践中不断学习、进步。

收笔之际，郑重地提一个小小的要求：无论您是否选择我，尊敬的领导，希望您能够接受我诚恳的谢意!

祝愿贵单位事业蒸蒸日上!

**英语书信自我推荐范文 第三篇**

这一周，发生了许许多多的事。其中有两件事我觉得我表现得尤其出色，这两件事一件关于数学，不用说，另一件就关于语文了。

周二，我们进行了数学第二单元测查。这天早上我心里就忐忑不安，牢牢记住了冯老师交给我们的四个字，“静生智慧”。意思是静下心来才能产生智慧。第二节课上课了，同学们陆陆续续的走进教室，拿出草稿本和大书。老师开始发卷子，发完卷子，我便认真的做起卷子来。我不断的在草稿本上打草稿，虽然我做的比较慢，不过我每题都在认真的做。“叮叮叮，叮叮叮！”下课了，同学们一一交上了卷子……到了下午，我更是把心提到了嗓子眼，因为下午王老师就要报分了。王老师走进教室，开始读分数表：“林依汶，100分！”我顿时惊呆了，几乎在想：“哇！林依汶尽然考了100分！”王老师接着往下报：“施睿99分，曾一丁99分……”“我尽然考了99分，呀！”看来这几天我进步还很大嘛！真是“功夫不负有心人”呀！

周四，冯老师又表扬了我，说是因为我的字写得干净、整洁。记得那天爸爸出去了，没人在家，我的字真的写得很好吗？我不相信。可当冯老师翻看我作业本时，我才看见我的作业写的既干净又整洁，字也写得比较好。等到下午翻开我的作业本时一看，呀！全做对了！下次一定更加认真做作业！虽然很开心，不过我并没有变脸。因为冯老师曾经教过我们“不要变脸”，说直白了就是“胜不骄，败不馁”。

这周我的收获也很大。第一，就是考试细心才能得高分；第二，就是家长不在家也要认真做作业；最后第三，就是懂得了“胜不娇，败不馁”的道理。这一周收获可真大呀！

**英语书信自我推荐范文 第四篇**

Dear Teacher:

Thank you for your busy schedule to read my letter of recommendation .

My name’s xxx, 13 years old this year, from xx primary school in Tianjin xx District. Comply with a model at school during the \_Code of Practice for pupils.\_ Respect teachers, concerned about the collective, love of labor. To \_primary day-to-day code of conduct\_ strict demands on themselves, actively take part in school activities.

Moral aspects: As the colonel was once a three-year \_students Miyoshi\_, two district-level \_students Miyoshi,\_ municipal year \_Miyoshi students.\_ Has repeatedly won the \_Student of civilization,\_ \_Little Angel of love\_, \_Kids Learn”, the title.

Public-spirited activity: Many students in poverty-stricken areas to contribute money and household goods. As \_xxold folk’s home,\_ the old people offer love, warmth, by the old peoples praise and affirmation.

Study areas: Pay attention to the teachers. Answer the questions actively. I’m interested in learning, especially the English. I have gotten PETSⅠ certificate, EETS ⅢB certificate. Held at the school \_into the life of Happiness English\_ Oral English Competition, won the first prize. And has made \_information technology Test\_ Ⅲ certificate.

Sports: An active part in physical exercise, PE is fine grade, outstanding physical quality, in good health.

Personal specialities: mild and helpful. Class precursors for the production of voluntary classes reported by the teachers and students at have many interests, music (erhu) arts, has eight levels of the erhu. Attended \_Jin Wan Newspaper\_ organized by journalist training, many times the author submission and publication. At the first \_Top Ten small contributors tonight,\_ won the Award of \_Excellent contributor\_ title.

I believe I have the ability to become a member in TFLS and look forward to your evaluation of the test. Thank you.

Best wishes,

**英语书信自我推荐范文 第五篇**

尊敬的贵公司领导:

我是XX职业技术学院建筑专业20xx届的一名学生，即将面临毕业。经历了三年的高师教育和高校生活，面对新的机遇和挑战，我更坚定了“自信、自强、勤奋、谦虚”的人生信条。

在校期间，我积极向上、奋发进取，不断从各个方面完善自己，取得长足的发展，全面提高了自己的综合素质。在工作中我能做到勤勤恳恳、认真负责、精心组织、力求做到最好。在假期实践的工作中，使我学会了思考，学会了做人，学会了如何与人共事，锻炼了组织能力和沟通，协调能力，培养了吃苦耐劳，乐于奉献，关心集体，务实求进的思想。

其实，只想报着一种平静而真诚的心情，把这看作是交流和沟通的平台.真的，这可能是我人生中又一转折，至少会是人生中一次不一般的经历.

首先，我想表明一下个人的工作态度.也可能是阅历的浅薄吧.一直到现在我都固执地认为:我的工作就是一种学习的过程，能够在工作中不断地汲取知识.当然，钱很重要，不过对我来说，充实而快乐的感觉就是最大的满足了!

如果非要推销自己的话，我想个人的生活经历让自己考虑问题更细致一些.第一，从十六岁开始，一直独自一人在外生活，自理能力不成问题.第二，从中专生至本科生，(尤其中间经历了到甲级设计院实践的过程)让我更加有一种紧迫感，危机感.第三，从设计单位到施工单位，设计单位让我自省，施工单位让我自强.真的很感谢这两种经历，无论从哪方面来说，锻炼价值都是相当大的.在工作中，一直是以本科生的学识，中专生的姿态来要求自己，做到了三心，即细心，耐心，恒心;二意，即诚意，真意.

当然，自己也并不是具备什么压倒性的优势，甚至从某种程度来说，优势即是劣势，虽然不曾离开这个行业，施工和设计都有过一些经历，但都只能说刚刚上道而已.要走的路还任重而道远!再者，离开设计也有一段时间了，重新开始又将是一个艰苦的过程!可不管怎么说，只要兴趣所在，心志所向，我想这些都是完全可以克服的。

我会踏踏实实地做好属于自己的一份工作，竭尽全力的在工作中取得好的成绩。我相信经过自己的勤奋和努力，一定会做出应有的贡献。随信附上我的简历，如果有幸成为贵公司的一员，我将从小做起，从现在做起，虚心尽责，勤奋工作，在实践中不断学习，发挥自己的主动性，创造性，竭力为公司的发展添一份光彩。

最后，恭祝贵公司事业蒸蒸日上，祝您工作顺利!请予以考虑我这个新兵.愿与贵公司携手共筑美好未来!为盼!

敬礼!

求职人：

**英语书信自我推荐范文 第六篇**

Some suggestions on how to write a letter of recommendation. As an employer, colleague or friend, if you are not sure what to do or just don\'t know what to say, you may be asked to write a letter of recommendation at some point in your career. Here are some suggestions on what should be included in the letter of recommendation and how to construct a typical recommendation letter.

If you ask for a letter of recommendation from someone who is not familiar with how to write the first paragraph, this advice may also be useful. First of all, you should state who you are and when you know this person. If the person is an employee or colleague, please state the duration of employment, job responsibilities, and any major projects undertaken by the inpidual.

You may wish to include a sentence about the nature of your company and its activities. You can also use one sentence to summarize or summarize your views on the recommended inpidual in the second paragraph of the next paragraph Make a more detailed assessment of an employee as he or she describes his or her performance in a specific task and lists any significant achievements. What are the advantages and disadvantages of an inpidual? What are the disadvantages in the workplace? Paragraph 3: interaction with him or her can give a broad definition of the person and his / her overall demeanor, responsible, polite, enthusiastic, unpopular, lazy and malicious.

Finally, point out the degree to which yoecommend this person for the position she or he is looking for: no reservation, strong, With some reservations, or none at all before writing this letter, you may want to ask him or her list of projects, because you may not know all the work they did in the end. If you don\'t have too much contact, you\'d better refuse to write a recommendation letter instead of writing vague and calm things.

中文翻译：

关于如何写一封推荐信的几点建议，作为一个雇主、同事或朋友，如果你不确定该怎么做，或者只是不知道该说什么，你可能会在职业生涯的某个时候被要求写一封推荐信，这里有一些关于推荐信应该包括哪些内容以及如何构建一封典型的推荐信。如果你要求一个不熟悉如何写第一段话的人的推荐信，那么这个建议可能也很有用。首先，你要说明你的身份和认识这个人的时间如果此人是员工或同事，请说明雇佣期限、职位职责以及该个人承担的任何重大项目，您可能希望在此处包含一句关于贵公司性质及其活动的句子，你也可以用一句话概括或概述你对被推荐的个人的看法下一段的第二段在员工描述他或她在具体任务中的表现并列出任何重要成就时，对该人进行更详细的评估。

个人的优势是什么职场上的缺点是什么样的第三段跟他或她互动总结事情可以对这个人做一个比较宽泛的定性和他/她的整体风度，被人负责，礼貌，热情，不讨人喜欢，懒惰，心怀恶意，最后指出你推荐这个人的程度对于她或他正在寻找的职位：没有保留，强烈，有一些保留，或者在写这封信之前完全没有，你可能会想问他或她的项目清单，因为你可能不会知道他们最后所做的所有工作，如果你没有太多的接触，你最好拒绝写推荐信，而不是写些模糊而冷静的东西。

**英语书信自我推荐范文 第七篇**

Respect leadership：

First please allow me to extend the sincere regards and the good wish to you! In spite of being very busy heartfelt thanks you in to glance through my this material， and wishes the expensive unit enterprise to be prosperous， progresses day by day!

I am electronic information project specialized 20\_ sessions of graduates， learned in the near future your firm is advertising for the talented person， I hoped can arrive has the opportunity to your firm work。

In school period， I study the specialized knowledge diligently， and invested the huge enthusiasm and the energy for it。While studies the textbook knowledge earnestly， I participate in school inside and outside practice positively， and has obtained some result。 If monolithic integrated circuit development design， aspects and so on PCB Layout as well as homepage design。 The university four years let my English proficiency have progress，And smooth passed the national English six levels of tests，Had certainly certainly has listened to， to say， to read， writes ability，Has the reading specialized literature English foundation of basic skills。

I have the good computer knowledge and application ability， can grasp the basic application software skilled the use， and can use languages and so on C， assembly， VB， HTML carries on the programming。 Moreover I also can using Multisim， Protel， Pspice， Auto CAD and so on the specialized software carry on the correlation work，And many times participated in the project practice which in the school organizes。I have studied some knowledge using after school which the related homepage design， the plane design as well as the video frequency pick arrange，Can skilled manufacture the homepage using the homepage three swordsmen，And can use imagery processing softwares and so on the photoshop， ACDSee to carry on the related design work，Has uses Adobe premiere the pro software editor complete video frequency plan the experience。I longed for study has uses， to long for own knowledge can obtain the practice examination， looked forward to the practice will be able to enrich my work experience and the ability glorious future。

“The great ambition can sometimes， directly link up the cloud sail to aid the sea”， I hope alliance your firm sincerely， I can surely by full warm and the tenacious disposition diligent work， with colleague absolute sincerity cooperation， for expensive unit\'s development own one\'s pygmy effort。

Along with letter enclosed resume and other material， if must a deeper understanding， hope for your interviewing!

**英语书信自我推荐范文 第八篇**

name li lei

age twenty

nationality han

date of birth may 1st, 1985

place of birth beijing

present address 5 dongzhimen street

school beijing middle school

june 9, xx

dear manager,

i will graduate from beijing middle school in july. i have studied english for six years. i’m interested in english very much. i am especially good at spoken english and typing, and my typing speed is 100 words a minute.

i can operate the personal computer and make programs for it. i can get information from the internet and send information on business through it. if i’m accepted, i’ll work hard, and be a good worker.

yours sincerely，

li lei

**英语书信自我推荐范文 第九篇**

尊敬的领导：

您好!我的名叫\_\_\_\_，我是太原理工大学外语系14应用英语专业的一名学生，即将于明年七月完成学业，真正地步入社会，开始人生的新一段征程。

上大学后，我最郑重的告诉自己的一句话是：学通你的专业，利用它为你的人生开辟道路。

于是我以交际英语为方向，首先侧重于打好基础，从听，说，读，写几方面训练基本技能，在达到自如地运用英语的基础上，我学习了英美概况，英美文学，英语语法等相关专业知识，同时，我还学习了部分经贸英语知识，这些努力不仅使我的专业水平每年都有相应提高，而且拓展了视野，丰富了经验，并使我于大二时以良好的成绩通过了国家英语四级和六级考试。

大学三年里，有收获也有遗憾，但欣慰的是这些经历使我学会了冷静，执着，使我变的愈加独立，坚韧;教会我学会在人生的坐标上寻找适合自己的位置，并不断调整和完善自我;更让我意识到要勇于在人生的不同阶段迎接新的挑战。

所以当又一次走到人生的十路口时，我诚挚地希望能加入你们这群充满生命力，竞争力和挑战力的精英队伍中，在各方英才的领导和帮助下，为公司的再度发展和腾飞推波助澜!

敬礼!

求职人：

20\_\_\_\_年\_\_\_\_月\_\_\_\_日

**英语书信自我推荐范文 第十篇**

尊敬的校领导：

您好!首先，向您辛勤的工作致以深深的敬意!同时也感谢您在百忙之中阅读我的自荐材料。我是四川外语大学英语专业一名应届毕业生。经历了四年的高校教育和高校生活，面对新的机遇和挑战，我更坚定了“自信、自强、勤奋、谦虚”的人生信条。

四川外语大学是我国著名的英语人材培养基地，素以治学严谨、育人有方而著称。在这样的学习环境下，我切身地体会到了学习英语的乐趣并立志当一名人民教师将自己奉献给英语教育事业，无论是在知识能力，还是在素质修养方面，我都受益匪浅。

“学高为师，身正为范”是我一直铭记的警言。以此为鉴，我在大学四年中努力学习，不断充实自我，调整自我。在校期间，我从英语专业特点入手，在听、说、读、写、译等方面严格要求自己。各学科成绩良好。大二时以良好的成绩通过了专业四级的考试，大三时又以良好的成绩通过了专业六级考试，现在正积极备考全国英语专业八级考试。同时，我大量汲取课外的知识，阅读英文原文著作、报刊、杂志，经常参加各院系的学术报告活动，扩展知识的广度和深度。能够熟练地回复英文商业信函并能及时翻译各种日常文稿，能用英语进行流利的交流。对于第二外语法语也具备了一定的听说能力。计算机方面能熟练运用office办公软件和windows操作系统，熟练处理各种文档。除此之外，我还参加了学校组织的各种英语专业相关培训以及教师资格证培训。在大学四年\_获得了四次奖学金奖励。

我性格开朗、乐观向上、自信、稳重、幽默、诚恳务实，待人热情、真诚。工作认真负责，积极主动，能吃苦耐劳。有较强的.组织能力、实际动手能力和团体协作精神，能迅速的适应各种环境，并融合其中。在学校与同学关系融洽，在各类社会实践活动中，如家教，各种企事业单位的销售和推广工作等，与同事建立了良好的人际关系。这些社会实践工作使我具备了敏锐的洞察力、独立的思考判断能力、果断的行事作风以及团队合作精神，最重要的是学会了为人处世之道。扎实的专业能力和积累的社会实践经验使我自信能胜任贵校所要求的工作。

我的知识、胆识与卓识期待您的赏识!

我的慧心、爱心与信心也定会助您实现伟业雄心!

最后祝贵校教育事业一浪高过一浪，明天更胜今天!

自荐人：\_\_\_

20\_\_年\_月\_日

**英语书信自我推荐范文 第十一篇**

个人概况

姓名： 性别：

出生年月： 健康状况：

毕业院校： 专业：

电子邮件： 邮 编：

通信地址：

求职意向：

教育背景

\_\_\_\_\_\_\_\_年——\_\_\_\_\_\_\_\_年\_\_\_\_\_\_\_\_\_\_\_大学\_\_\_\_\_\_\_\_\_\_专业(请依个人情况酌情增减)

主修课程：(注：如需要详细成绩单,请联系我)

论文情况：(注：请注明是否已发表)

外语水平

\* 基本技能：听、说、读、写能力

\* 标准测试：国家四、六级;TOEFL;GRE……

计算机水平

**英语书信自我推荐范文 第十二篇**

Dear Sir/Madam:

Thank you for reading my letter in your busy time, your trust is my motivation!

My name is 20xx, graduated from the Institute of technology, medical imaging technology, in the people\'s Hospital for nine months. The common institutions, under the careful guidance of excellent teachers, I become independent operation of the technical staff.

Although I am an ordinary college graduates, in the school I earnestly study and positive progress requirements, attended the school literature club, activist of join or be admitted to the party. Especially many times and my alumni, the national moral models, outstanding students ----- together in community activities, her good deeds infected me, I understand the ordinary college students can also have an extraordinary feat. Her spirit inspired me, so that my whole body into the study and improve the level of technology to. Make me more confident and optimistic. Also dare to struggle and meet all the new challenges of confidence.

Nine months of internship training, in under the careful guidance of teachers and experts, while studying theoretical knowledge, more emphasis on hands-on operation, do not know to ask, I suffer the spirit also feel the teacher, their hand and taught me how to operate, don\'t let every detail. Through the practice not only improves the ability, but also the book above the theoretical knowledge in practice has been applied. Made outstanding achievements in the evaluation practice, the teacher also boldly said to me: \_you can go solo!

I believe that \_I know that a God helps those who help themselves, just graduated from college to further study, further study. In addition to doing a good job in business, improve the level of technology, but also to continue to learn, and constantly enrich their theoretical knowledge. Give me the opportunity, I will work together with the teachers and colleagues, due diligence, excellent completion of the work of the leadership of the assignment, the honor of the team as their own life!

\_Life in the ground, Ho Sok was not\_, I will work hard, to do a better job, better to return your trust, is willing to sharing weal and woe with the expensive unit, and colleagues to join and, in the ordinary work to realize the value of my life, also and you work together to create a better tomorrow!

Thank you for reading my letter in your busy time, wish your college career on the upgrade, also wish you happy!

your sincerely，

**英语书信自我推荐范文 第十三篇**

Enclosed is my education and business training outline and copies of two letters of recommendation. Please check my resume and photos, attach a list of my qualifications and experience, and attach my resume and photo. I enclose a copy of my transcript.

Please check the recommendation letter from my former English teacher. As you can see from the attached data sheet, I enclose a resume and a copy of my publication.

中文翻译：

随函附上我的教育和业务培训大纲和两封推荐信的复印件，请查收简历和照片，附上我的资格和经验一览表，随信附上我的简历和照片。随信附上我的成绩单副本，请查收我以前的英语老师的推荐信，你可以从所附的资料表中看到，我附上一份简历和一份我的出版物。

**英语书信自我推荐范文 第十四篇**

Dear Leadership:

Hello!

I am xx graduates Normal College of Foreign Languages, I have loved the work of teachers, but also very much hope that can work to your school.

In 997, I, Liaoning Province by the xx a xx admitted to the University in the Department of Russian, I in early high school to learn English, so when entering the university, in the study encounter many unexpected difficulties, the help of the teacher I am learning the right track very quickly. Over the past few years, I test all subjects were first adopted, there is no make-up phenomenon, and the academic performance and stability, but it gradually improved and was third in the 997- 998 school year Fellowship. Learning courses in the same time, I have not given up on learning English, has always insisted on the University self-study English course. Sophomore and junior years, in the Jilin University （Nanling Campus） Department of Computer Science Department of Computer Science courses of the minor, and all passed the test and achieved a professional diploma Minor II.

During the study at the university just is not enough to do a good job learning to develop their own abilities in various domains, I have students work in the department, which presided over the newaper\'s editorial department, but also organized a full-line of the debate competition. Classes have been learning as life members and members of the work, all this great organization to improve my ability to exercise my courage, for me to become a qualified teacher has laid a solid foundation, so that I have a good eloquence and ability to cope in class to \_处乱不惊\_, organize the classroom.

Heavy academic universities I did not crush, cheerful personality to help me, the so-called \_a Yichi, Man\'s Road\_, usually I will engage in some orts, such as playing volleyball or table tennis, or listen to music, reading extra-curricular books to express their ease nerve tension.

From the sophomore year, after-school time, I began working in home work, although the ecialty is Russian, but I teach are English, by virtue of their solid foundation in English, I have been trouble. During the teaching practice in a senior, I have strict demands on themselves, improve themselves in all reects, honing their own, successfully completed the task of teaching practice, I have always believed that, I can become a qualified foreign language teachers.

School teaching rigorous and realistic style of drawing, I wish I could have the honor to become a member of your school, in order to contribute to the cause of education in schools and I part.

I wish your school career success!

Sincerely,

xxx

**英语书信自我推荐范文 第十五篇**

尊崇的人事经理：

您好!感激您在百忙之中翻阅我的求职信!

自己所学的专业是英语(涉外)，本迷信历，学士学位;具有绝对扎实的专业知识，口语较为流利，写作及翻译才能较强。

自己性情开朗，老实守信，稳严重方;具有较强的协调才能和顺应才能;可以享乐耐劳，抗压才能较强;踏实肯学，能较快地掌握技艺;拥有良好的人际关系，注重团队协作。自己置信本人契合贵公司的用人要求，并将不时进步本身程度，以更好地胜任岗位、出色完成任务义务。

感激您在百忙之中阅读这封求职信，随信附上团体简历，期盼能早日与您面谈!

敬礼!

某某某

\_\_\_\_年\_\_月\_\_\_\_日

**英语书信自我推荐范文 第十六篇**

尊敬的领导：

您好！

首先衷心感谢您在百忙之中浏览我的自荐信，为一位满腔热情的大学生开启一扇希望之门。

我叫，是一名即将于xx年07月毕业于东三省第一所视光学院，沈阳医学院视光学专业的学生。借此择业之际，我怀着一颗赤诚的心和对事业的执著追求，真诚地推荐自己。

就个人来讲，在校参加舞蹈大赛获得三等奖，参加主持人大赛并取得好成绩，而且成功主持了联谊晚会。在校期间一直担任学生干部，在班内一直任班长一职，具有一定的工作能力及组织协调能力，具有较强的责任心，能够吃苦耐劳、诚实、自信、敬业。我有很强的动手能力，并且脚踏实地的努力的办好每一件事。

积极参加操作性较强的实习和设计，在代表视光学院接受中央电视台采访时，我就特殊地强调了我们的实际动手能力，因为我深知，在现今社会中，空有理论是远远不够的，需要将所学理论应用到实际中去，例如到中街进行眼镜及隐形眼镜科普宣传，还有到敬老院进行义诊等多项活动。

过去并不代表未来，勤奋才是真实的内涵，对于实际工作我相信，我能够很快适应工作环境，熟悉业务，并且在实际工作中不断学习，不断完善自己，做好本职工作。

“惧怀逸兴思斗志，欲上青天揽日月。”

期待您的反馈！

自荐人：

\*年\*月\*日

**英语书信自我推荐范文 第十七篇**

尊敬的领导：

您好!

我是\_\_\_\_\_\_大学英语系07级的一名毕业生，即将于明年七月完成本科学业，真正地步入社会，开始人生新的一段征程.感谢您能翻阅我的自荐书 .

上大学后，我便告诉自己：大学不仅仅是学习的地方，更是提升自我之地，一个步入社会的阶梯。学通你的专业，利用它为你的人生开辟道路.于是我以交际 英语 为方向，首先侧重于打好基础，从听，说，读，写几方面训练基本技能，在达到自如地运用 英语的基础上，本人涉猎了英美概况，英美文学，语言学等相关专业知识，并于大二时通过了英语专业四级考试，还将于明年三月参加专业八级测试.

深知语言交际作用地重要性，我特别注重学以致用.除了积极地，有选择地参加院校组织的活动外，我还时常在课外辅导班做 兼职 家教等，让我有了将所学理论负于实践的机会，并结交了很多朋友，丰富了阅历，而且感到生活更加充实.

我没有任何引人注目地特长，但我爱好广泛(音乐、吉他、写作、健美操等);善于交际与沟通，有极强的责任感，能和同伴很好的合作。热爱教育事业，喜欢教师职务，学习工作态度严谨，不断完善自己的教育理念和方法，愿以一颗真诚的心，在孩子们的成长道路上做一盏温暖的引路灯。

大学四年里，有收获也有遗憾，但欣慰的是，这些经历使我学会了冷静，执着，变得愈加独立，坚韧;学会在人生的坐标上寻找适合自我的位置，并不断调整与完善自我;更让我意识到要勇于在人生的不同阶段迎接新的挑战.因此当又一次走到人生地十字路口时，我诚挚地希望能加入您们这群充满生命力，竞争力与挑战力地精英当中，在各方英才的领导与帮助下，取得更大的进步与成长。祝福每一位为教育事业服务的老师与领导!

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