

Per Stenbeck
Chief Executive
International Fundraising Workshops Ltd,
352 Kennington Road
London SE11 4LD

12th January 1993

Dear Mr Stenbeck,

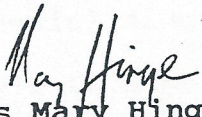
Conference Administrator

I have pleasure in responding to the advertisement in today's "Guardian" for the above-mentioned post. It would seem to coincide at many points with my own experience. For I have worked in fund raising, I am computer-literate and I have been responsible for conference organisation for the last ten years.

I may have other attributes that could be applicable. I am fluent in several European languages and have published small monographs in many of my specialisms. And, though I am now divorced, my former husband's settlement has been a generous one to the point where I could guarantee full-time commitment to the post for a salary significantly less than the one you are quoting.

I do hope that the enclosed CV is of sufficient interest for you to grant me the favour of an interview. I very much look forward to hearing from you.

Yours sincerely


Ms Mary Hinge

CURRICULUM VITAE

Name. MARY HINGE

Address. 77 SWABY ROAD LONDON SW18 3QZ

Date of birth. 12.4.57

Marital status. DIVORCED. No children.

Education

: 1965- 1970. The Dragon Preparatory School, Oxford.

: 1970 - 1976. Cheltenham Ladies College

: 1977 - 1980. Girton College, Oxford.

First class honours degree in computer science and musical theory.

PhD in the History of Origami. My thesis titled " The Great Romance : Paper-folding and its impact on the Bloomsbury Set" was later published by Routledge Kegan Paul.

Employment History :

1980-1981. A world tour, helping crew an aluminium catamaran from London to Valparaiso.

1981. Vice-Consul to the British Consulate, Santiago de Chile.

1982-1983. Research Assistant, Conservative Central Office, London.

1983 - 84. Photographic model and professional escort.

1984-86. Deputy Fund Raising Director, SEMICOLON (a charity for those with abbreviated internal organs).

1986-92. Conference Booking Organiser, CHARVER CONFERENCES LTD, London W2 (a dedicated conference company specialising in human relations-driven events).

1992 to date. Freelance TV producer.

Specialist skills

Fully computer-literate in AMIPRO, SUPERBASE, FREELANCE, AUGMENTED COBOL and BOLLO.

I speak fluent French, German and Swedish. I have conversational Spanish, Portugese and Shona.

I play both the cor anglais and the trombone and perform regularly with the London Sinfonietta.

I have a clean driving licence, a current HGV licence and a provisional pilots licence for light aircraft.

Publications

- " Around the World in an Aluminium Cat" 1982
- " The Swedish Joke Book" 1986
- " Grants and Trusts for Organ-Related Charities" 1987
- " Beyond the Welcome Pack : How to show conference delegates a memorable time". 1991

Hobbies/Recreations

Early baroque music. Aviation. Fishing. The teaching of Kierkegaard. I collect Art Deco drawer-liners and lecture at the Central London Polytechnic on the History of Bedroom Decor. I am currently producing the first translation of Kierkegaard in the Shona language for the Danish Academy of Arts in Elsinore.

References

On application.