

MD ASHRAF HOSSAIN BHUIYAN

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To,

Human Resource & Admin Department

Application for the post of X

Dear Sir,

Your advertisement for a/an Y in Z caught my eye, not only because of the different tasks and challenges it describes, but also because it would give me the chance to work in a recognized and dynamic company. Thanks to your reputation for qualitative and reliable products and thanks to your core philosophies, I am keen to join your company for this competitive mission and to use the opportunity of developing useful skills that will be of great value to my career.

I have completed my B.Sc. in Mechanical Engineering from MIST. It will be a great opportunity for me to acquire professional experience and skills to achieve professional integrity and carrier growth by working in your reputed organization. I confidently believe that, if I can get the opportunity, I will prove myself as a deserving candidate.

Thank you for your kind consideration sir.

Respectfully yours

MD ASHRAF HOSSAIN BHUIYAN

Enclosures:

1. Resume