

**September 14, 2019**

Academic Head

**Subject: Application for the position of “English Teacher”.**

Dear Sir,

In response to your advertisement I would like to introduce myself to you as I believe I have the skills and qualifications necessary to make a significant contribution to your institution. I have completed my Honours from Department of English of Shahjalal University of Science and Technology, Sylhet recently. I was associated with different extra-curricular activities to enrich my potentiality. In addition, I am good with people, know how to delegate authority and know how to inspire and motivate myself with my working area. Many of my accomplishments over the past many year in my educational periods are attached to my resume.

I believe working in a reputed institution like your one will provide me an excellent opportunity for my career. I am grateful for your time and I look forward to hearing from you soon.

**Sincerely Yours**



Abdullah Md Abid

Cell no : +8801630602242

E mail : [abdullahmdabid@gmail.com](mailto:abdullahmdabid@gmail.com)