

Razya Sultana

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To whomever it may concern

Lupin International

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Thank you for the opportunity to apply as a female councilor at your organization. After reviewing your job description, it's clear that you're looking for a candidate who is capable of meeting set targets while promoting and providing services to clients efficiently. Given these requirements, I am certain that I have the necessary skills to adeptly perform as a mentor.

I am a quality-oriented university student (3.44 GPA, BSS in Economics, SUST) currently working as a part-time IELTS coach at IELTS Phoenix at Hawapara, Sylhet. In both my academic and professional life, I have been consistently praised as having excellent presentation skills and the ability to communicate with my audience to address their problems, which I hope shall leverage as a better candidate to be appointed as a female councilor at your institution.

I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at 01764044104 or via email at razya.sultana4792@gmail.com to arrange for a convenient time.

Thank you for your consideration, and I look forward to hearing from you soon. .

Sincerely,

Razya Sultana