

To whomever it may concern

I am a quality-oriented university graduate (3.44 GPA, BSS in Economics, SUST) with an overall band score of 8.0 in the IELTS test, 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 requisites, which I hope shall leverage as a better candidate to be appointed as a content writer 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