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Date: 13/02/2018

Staff India
House 14, Block E, Rd No. 1, Sylhet 3100

Dear Hiring Manager

I have recently completed my bachelor's graduation in CSE from Metropolitan University Sylhet. I have seen the qualifications required for the job post on Virtual Assistant and I have got these qualifications. I have good command in English Communication in both written and verbal.

I am new in this field but I am confident that I can fulfill the duties and responsibilities as a Virtual Assistant. I have ability to acquire and learn new techniques and skills within short period of time.