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28 September 2020

The Manager, HR
National Engineering Consult Pvt. Ltd.
St. John's Street
Imadol-17, Lalitpur
Tel: 01-5544667

Subject: **Job Application for the Post of Civil Engineer.**

Dear Sir/Madam,

I came to know through your vacancy notice published in The Rising Nepal dated 23 September, 2020 for the post of officer. I send you this application for the advertised post considering myself a qualified candidate. I write the details below for your kind consideration.

I have passed Bachelor's degree in Civil Engineering from Pokhara University. Since my graduation in 2018, I have been working in Lalitpur Engineering Company Pvt. Ltd. in the post of Junior Officer. In my professional life, I have learned various skills that make me suitable for a higher rank. Besides this, I have received some professional courses from reputed institutions through which I have made myself further competitive in this field.

I'm a young and innovative person and like to work in a friendly environment. I always prefer to share knowledge with my colleagues and learn from the seniors. Travelling to different places has been my hobby since school days. I hope you will find my qualifications and attributes satisfactory and give me a chance to make presentation on my planning to join your office.

I have attached a copy of my recently updated Resume with the testimonials and two PP sized photographs as asked in the vacancy notice. I expect a positive response from you in this regard.

Thank you very much.

Yours sincerely,

(Signature)
Ramesh Dhital