Cover letter

Dear sir/Madam,

I am writing to you regarding the recent job openings. I am very interested in working for your company.

I believe that I meet a majority of the required qualifications and skills and that my experience in this field will make me a strong candidate for the position.

I believe in being professional in the workspace and have no problem in meeting the tight deadlines as and when required of me. I believe that with my skills.I can be a valuable asset to your company.

I have enclosed with this letter my resume which I hope is satisfactory and meets all your expectations. My resume contains a more in-depth detail about my education and previous work experience. You will find from the resume that I am capable of handle the job.

I look forward to your call for a personal interview with regards to this position.

Thank you in advance for this opportunity.

Warm regards,

Kumar V B