

Date : 06-09-2023

To

The principal

Gausul Azam Maizbhandari Polytechnic Institute

Bhandar Sharif, Fatikchari, Chittagong

Subject : Joining report for the post of computer instructor.

Respected sir,

I am writing to formally accept your offer to join your college as a computer instructor. With reference to the appointment letter sent by you I have joined to your esteemed College on 04/09/2023. I assure you that my education background and work experience will help me contribute as an educator to your esteemed Institution.

I therefore, request you to kindly accept my joining letter.

Yours Sincerely,

Md Muhim Uddin

Village : kadalpur, Upzila : Raozan, Zilla : Chattogram.