

From: Sonia Pimenta  
211, Pride of Kalina  
Sunder Nagar, Kalina  
Santacruz (E)- 400098

Date:

To:

Subject: Application for the post of \_\_\_\_\_

Dear Sir,

I am writing to express my interest in the \_\_\_\_\_ at \_\_\_\_\_. As a third-year Computer Engineering student at Mumbai University, I am eager to apply my academic knowledge in a professional setting and contribute to your team.

My active participation in the Rotaract Club of FR.CRCE has equipped me with strong leadership, teamwork, and communication abilities, which are vital in a dynamic workplace. I am particularly interested in opportunities that will enable me to expand my expertise in emerging technologies and adapt to diverse management approaches.

Please find my resume attached for your consideration. I look forward to the opportunity to discuss how my background and skills align with your needs.

Thank you for considering my application.team.

Yours faithfully,  
Sonia Pimenta