Letter of Application

From: Thien Xuan Phan
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To: Human Resource Department,
   Human Resocia Co. Ldt.
   7-5-25 Nishi-Shinjuku, Shinjuku-ku ,
   Tokyo 160-0023, Japan

Dear the Director of Human Resource Department,
Human Resocia Company

I'm writing to apply for Business Application Software Engineer job position, which was introduced in your company official website recently. As required, I am enclosing my resume with this letter of application.

According to the job information introduced by your company, along with my knowledge about your company – one of the leading and innovative companies in human resource and business in the global, I find that this job position is well suited to my engineering skills, professional knowledge and career interest.

As a motivated and responsible engineer, I have a genuine interest in developing innovated applications and systems and fully understand the role and requirements of a software developer. I hold Bachelor and Master degrees in computer science and engineering, with working experiences in international environments (Switzerland and Japan), and several scientific publications in the working field. I'm hardworking, eager to learn and have a special interest in business applications development.

I understand that this position is only for talent candidates who have excellent knowledge and skills. However, I believe that with my career interest, my strong education and professional skills in computer science and engineering, I can take on this position well. If I am accepted to this position, I will try my best to finish every assigned work well, contribute to the development of your company, and strictly follow all regulations of the company.

Please review my resume for additional information on my education and professional skills.

Thank you for your time and consideration. I'm looking forward to discussing with you about this job position.

Best regards,
Thien Xuan Phan