

2076/09/25

To,

Mega Bank

Manager of Recruitment,

Mega Bank

Subject: Application letter for the post of trainee assistant.

Respected, Sir/Mam

This application letter is in regards to the advertisement I came across in the Mega Bank vacancy advertisement in mero job, it was mentioned that there is a requirement for candidates in the position of bank trainee assistant and I would like to apply for the same position. I have recently cleared my bachelor's degree in finance from Trivuwun University. I have been working with many organization and also voluntary with NIC ASIA Bank for 2 months in my free time after completing my final year examination.

I am very calm and have ability to work in high schedule time. I also have skills in computer.

I would request you to consider me for the interview. Thank you.

Rekha Timsina