C/o Dr. Okeke Chinwe,

No 32 New Market Road,

Onitsha,

Onitsha South L.GA,

Anambra State.

29th July, 2014.

The Human Resource Manager,

Shell Nigeria Limited,

3B Cresent Wuse,

Abuja.

Sir,

**APPLICATION FOR ENPLOYMENT**

With reference to your advertisement in the 20th may, national dailies, I humbly wish to apply for employment for the post of administrative officer in your highly esteemed establishment.

I am Miss Ifunanya Benedicta Christopher, a Nigerian born on December 25th 1994 in Zuru, Jos Plateu State and hails from Choba in Obio/Akpor Local Government Area of Rivers State.

I am a graduate of the university of Port Harcourt Choba Rivers State and had Bachelor of Science in computer science with a Second Class (Upper Division) and a Master of Science in Computer Science.

Attached are photocopies of my Curriculum Vitae and credentials for your perusal.

I am looking forward to a favorable response from you.

Yours Faithfully,

Christopher, Benedicta Ifunanya