Human resource,

Dana Group,

Ibadan,

Oyo state.

Dear HR,

I am excited and delighted to see the job listing for the position of Quality Assurance Officer in this great company Dano. I am a graduate of kwara state university, malete with a second class upper degree in B.Sc Biochemistry. I started working at premium edible oil product limited, a subsidiary of flour mills of Nigeria plc since April 2021 in the Quality Assurance/control Department, ensuring quality of products meets food safety related needs and also assisting the compliance officer and Quality Assurance Manager.and as well working alongside the Production Department to ensure quality meets regulated standards.

I currently have more than three years of experience in GMP, managing operations, ensuring conformance of product, facility inspection and computing report for daily and weekly processes also carrying out analysis on finished product to ensure they meet up with quality standard. And also working together with the production team understanding how the machine operations works and deriving a good way to ensure efficiency and standard to produce quality products. Also engaging in regular talks and training of personnel to build in positive mindset in production of a quality products. Practicing 5's in our day to day activities. And also proper supervision of all activities of production and also quality team per shift to enable smooth running of operations. The quality of product is my number one priority and I am also dedicated, determined, flexible and always ready to work, with a good communication skill to ensure proper communication and activeness in supervision of product towards achieving a safe food.

I am confident to work in a reputable company like Dano that produces a topnotch product. In order to use my quality driven and operational skill to achieve a superior quality and safe product and also to make the company progress positively. Putting on right attitude to work, meeting up with schedule, learning and inventing new ways to develop the company.

I look forward to hearing from you. Thank you for this great opportunity to step up in my career goals.

Yours sincerely,

Akinlosotu Ayodele.