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Md. Aslam Hossain, Ph.D

Student Fund Budget Commission

Student Government

Nazarbayev University

Dear Budget Commission Members,

I would like to apply for the membership in the Budget Commission. After reviewing the general requirements it is clear that you are looking for responsible students with good academic standing and carefulness about the student community of the university. I believe that I am a good candidate for this position.

I am a current undergraduate student in Computer Science department in the School of Science and Technology. Throughout my academic career I was constantly praised as a hard-working, responsible person by my professors and peers. I have a good time-management and an ability to accomplish given work in a proper manner. Though I did not involve myself in many extracurricular activities except volunteering in some events and being a member of several university clubs, now I want to participate more actively in the social life of the university.

From the formation of the Student Fund I was quite enthusiastic about the idea that now student community will be self-funded and could organize different events from the contribution of students. I want to be aware and responsible for the proper distribution of the money donated by members of our community.

The attached document contains my Résumé /curriculum vitae (CV). I hope after reviewing it you will agree that I am an appropriate candidate for this position. I am excited to elaborate how my abilities will benefit to your organization and seek to improve my communication skills through this new work experience.

Thank you for your consideration, and I am looking forward to hearing from you.

Sincerely,

Dana Zhumabekova.