

## APPLICATION LETTER

January 14, 2021

Ex.<sup>mo</sup> : Director of WaterAid.

### POSITION: GRANT OFFICER

To Whom It May Concern

I am writing this letter expressing my position in **Grant Officer** at your NGO. It's an honor for me to apply for this position as advertised. In addition, I attach my CV along with my Application Letter.

I am Ponciano Armindo Castelhana, undergraduate of Electronic and Electrical, graduated student from Universidade Nacional Timor-Lorosa'e (UNTL), Faculty of Engineering Science and Technology. I would like to inform you that I am very interested in every position that relevant to my knowledge.

I am committed to developing my experience career to raise my performance of communication with people and I am particularly having a good communicate and friendly with customer and also I have desire to working in **Grant Officer**.

I am very attracted to working for an organisation with you, and one which encourages early responsibility.

I feel that I am a strong candidate for this position due to my extensive experience in team environments and physically demanding roles. I would welcome the opportunity to discuss this application with you further, and look forward to hearing from you. Yours faithfully, I become one of the selected candidates, I'll hope you to contact me on my phone number +**670 76113963** or e-mail address: [ponciano.castelhana1993@gmail.com](mailto:ponciano.castelhana1993@gmail.com)

Yours Sincerely,

**(Ponciano Armindo Castelhana)**