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| Vinodkumar Ketham |  | [**vinodketham@gmail.com**](mailto:vinodketham@gmail.com)  **+1 519 774 0540** |
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Dear Sir/Madam,

Greetings for the day!

I am excited to apply for the role of Human Resource Services Coordinator recently posted on Indeed. Having read through the job requirements, I believe I would qualify for the role and will exceed your expectations.

In addition to my experience, I possess strong interpersonal skills that allow me to adapt to any group or situation and cope. The ability to handle employees and address the issue is also an added trait. I believe Brant Haldimand Norfolk Catholic District School Board is the best in the field, and getting an opportunity would help me learn and experience resource management abilities.

Kindly refer to my attached resume for more details about my work experience and qualifications. I would like to speak and get to know more details and look forward to working with you.

Sincerely,

Vinodkumar Ketham