

No 48 Jalan 3/33
Bandar Tasik Puteri
48020 Rawang
Selangor Darul Ehsan

November 4, 2016

Human Resources Manager
Rania Resources Sdn Bhd
Suite 4800-3-7
CBD Perdana, Jalan Perdana
Off Persiaran Multimedia
63000 Cyberjaya
Selangor Darul Ehsan

Dear Sir/Madam,

Applying For the Post of IT Trainee

I am writing to express my interest for IT Training in your company, Rania Resources Sdn Bhd. Currently, I am fourth year students of Bachelor in Computer Science & Software Engineering from Universiti Malaysia Pahang. The industrial training will be on 13/02/2017 to 28/07/2017.

I have strong ability in designing and developing web. Working in a team is not a big issue for me because each project in university is mostly group project. I also have been trusted to be a developer for a project. Other than that, one of my strength is work ethics. When I commit to a deadline, I do whatever it takes to deliver. Interpersonal skills is also one of the skills that I have because I am good in communicating and listening to the others.

Enclosed is my resume which provides additional information about education, skills, accomplishments and experiences. I would be excited to participate in the Rania Resources Sdn Bhd. I am eager to discuss my qualifications and can be contacted on 0133240348 / 0142928414 or at nurlidiyanasharuddin@gmail.com.

Thank you for your time and consideration.

Sincerely,

Nurlidiya Nayli Binti Nasharuddin