**KHAGENDRA RAJBANSHI**

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NEPAL WATER FOR HEALTH

Respected HRD,

I am writing to you regarding the post of DEPUTY DIRECTOR in your organization. I am a student of BBA and I have recently completed my degree of BBA in MMAMC, Biratnagar from TU. Currently I am 21 years of age and not receiving any medical treatment. I was delighted to listen that there is the provision of job in your reputed organization. I am very much excited to work with you.

I have studied the following subject

* Finance(specialization)
* Human resource management
* Business math
* Bank law and regulation
* Accountancy and
* Cost account management
* Others

Using my above knowledge I will try to give my best performance during my working period in your organization.

I will be delightful to have an opportunity of getting personal interview with you. Please accept the enclosed resume and feel free to contact me at earliest of your convenience. I appreciate your time and consideration.

Yours sincerely,

Khagendra Rajbanshi

MMAMC

BBA

Biratnagar.