June 17, 2018

Ngan Ha

Shine Group

353C Nguyen Trong Tuyen, Ward 01, Tan Binh District, HCM

Dear Madam,

I am interested in applying for the RA executive at Shine Group. I clearly understand that my background and experience do not make me an eligible candidate for your consideration.

I have got knowledge about circulars, especially about registration and obtainment of material’s license for the required business (focus on import ingredients from foreign contry into Vietnam which is main task of Shine Group). In addition, I had trained about GPs and understand GDP/GSP guidelines.

Athough I have no experience in this field before, I have confidence in my professional skills as well as my knowledge which I gained in university. So that I could work as a RA executive.

I hope to have an opportunity to talk with you in person. Although I live in Hue city, I am willing to relocate to Ho Chi Minh city. Please find my number and email in my curriculum vitae. I look forward to hearing from you.

Sincerely,

Hy Nguyen