

# Ranjita Dangal

9860433422 | reyadangal@gmail.com | lamdol Marg, Mahalaxmi, 44700

15 JUN 2018

Jute Mill Production Pvt. Ltd  
Koteshwor, Kathmandu  
Post Box 756

Dear Hiring Manager,

Thank you for the opportunity to apply for the Factory Operation Head at your company. After reviewing your job description, it's clear that your company is looking for a candidate that is extremely familiar with the responsibilities associated with the role and can perform them confidently. Given these requirements, I am certain that I have necessary skills to do the job adeptly and perform above expectations.

I am quality-oriented and experienced who has been consistently praised as hard-working by my teachers and peers. While working on academic and extracurricular projects, I have developed proven analytical, leadership, and organizational skills, which I can leverage into Factory Operation Head at your company.

After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at 9460433422 or via email at [reyadangal@gmail.com](mailto:reyadangal@gmail.com) to arrange for convenient meeting time.

Thank you for consideration, and I look forward to hearing from you soon.

Sincerely,

Ranjita Dangal