

Annasyah Binti Hajemi

Lot 1023, Lorong 9, Taman Bintang
96500 Bintangor
Sarawak.

15th April 2017

Dear Madam / Sir

**APPLICATION FOR SKIM LATIHAN BERSEPADU (SL1M) POSITION HUMAN
RESOURCE EXECUTIVE**

I would like to express my interest in applying for Skim Latihan Bersepadu as it was recently made available in your organization.

As you will see from my attached resume, I have recently completed my two years Bachelor's degree in Office System Management at UiTM Kota Samarahan. I believe the knowledge I have acquired through my course work and the skills I picked up make me an ideal candidate for this opportunity.

I am interested with this position particularly because it would enable me to make use of my skills that I had gained during my study. Also, I adhere to work ethic, motivated, hardworking and team player and also able to work under pressure and meet tight deadlines. Other than that, I'm also willing to learn new things to improve my skill and help me to do better job. I believe I can be an asset to your company. During my degree, I have attended internship positions at Yayasan Sarawak that have provided me with important hands-on experience to work as a foundation to build my career.

I hereby enclose my resume for your reference and please feel free to contact me if you need more detail. Thank you for your consideration to my application. I certainly look forward to exploring this opportunity further.

Sincerely,

Annasyah Binti Hajemi