

28th March, 2017

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Human Resources
Maju Antara Sdn Bhd
No.6, Jalan Kristal 1
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Dear Sir/Madam,

RE: Application for the position of Skim Latihan 1 Malaysia (SL1M)

I am writing this letter to express my genuine interest in applying for the position of SL1M trainee which recently advertise by Talent Suite Sdn Bhd. With my skill-sets and competencies, I believe I can be one of the strongest candidate for this postion.

I am graduate of The University of Putra Malaysia with Second Upper Class Honours in Bachelor of Economics major in Development. In addition, I have outstanding achievements since I obtained dean list in my matriculation level and completed most of my academic education levels with flying colors.

Apart from academic, I was involved in extra curricular activities inside and outside campus. One of them is, I was the Bureau for Bakti Siswa Programme. The biggest event was held in Kundasang, Sabah which combined two universities, Universiti Putra Malaysia (UPM) and Universiti Malaysia Sabah (UMS). This activity has served me well in murturing my communication skills, which I see as being very important when seeking to work in a high profile company like Maju Antara Sdn Bhd.

I am currently seeking any job from various company. I believe the company could provide me the best platform to grow my career path and I can be one of the valuable asset to the company for future time.

Together with the cover letter, I have attached my resume. I appreciate your time reviewing my application, and it will be a pleasure for me to attend an interview with you at your convenient time in near future.

Thanking you in advance for your time.

Yours sincerely,

Dini Syarafina Binti Zainol Abidin