

Fikri Hayadi Bin Sukri

PT 2, Lorong E9,
Kampung Melayu Seri Kundang
48050 Rawang,
Selangor Darul Ehsan

To person whom may concern

26 February 2017

Dear Sir/Madam:

REF: JOB APPLICATION AS A FRESH GRADUATE OF MECHANICAL ENGINEER

Refer to the above matter, I am a fresh graduate from University Selangor (UNISEL) in Bachelor of Engineering (Hons.) Mechanical. I had completed my studies and will expected graduate on November 2016. I am pleased to submit together my application for the management department, Mechanical engineer or any position that related to my studies field in your company.

2. With this opportunity, I believe that I can gain a new knowledge, and apply what I had learnt in university to fulfil your company requirement. I'm very pleased if I can be a part of your company in order to gain as much experience as I can as well by giving my commitment of service to your company.

3. Other than that, I'm the kind of person who have a good leadership and able to work in team. I am the resident of UNISEL Mechanical Engineering Club (UMEC) has joined the mechanical engineering industrial visit program at Terengganu. I also possess common skill such as Design Software and Microsoft Office. I believe that your company would be the best place to begin my career growth.

4. I enclosed together with two pages of my resume detailing my personal particular and education background for your review. Feel free to reach me via email at fikrisuk@gmail.com or call me at 012-6409427 for further information or to arrange an interview.

Thank you for your time. I'm looking forward to your favorable reply and very grateful for the positive response

Sincerely,

(FIKRI HAYADI BIN SUKRI)
012-6409427