

Shahrinna Binti Mohd Salleh
No 18, Lot 99,
Lorong Pokok Seraya 5H/1,
Taman Khidmat, Bukit Padang,
Kota Kinabalu, Sabah.

WD Media (Malaysia) Sdn. Bhd.,
PLO 526, Jalan Keluli 3,
Pasir Gudang Industrial Estate,
Johor, 81700 Pasir Gudang,
JOHOR DARUL TAKZIM.

5 May 2017

Dear Sir/Madam,

APPLICATION FOR SL1M – FQAP, WD MEDIA (MALAYSIA) SDN. BHD.

With all my respect, I wish to apply for the above position.

I had graduated from Universiti Teknikal Malaysia Melaka (UTeM) with a Bachelor in Manufacturing Engineering (Manufacturing Management) with Honours in October 2015. I have just completed the full course training for Safety & Health Officer (INSEP) on November 2016.

Previously I have gone through 2 and 3 months of industrial training in 2 manufacturing companies, Prym Consumer Malaysia Sdn. Bhd. (Melaka) and Sabah International Dairies Sdn. Bhd. (Sabah) respectively, where I was given tasks equivalent to a fresh graduate engineer. I have performed well during the training which had helped me expose to various practical knowledge and managerial skills.

I am an enthusiastic learner and willing to learn. I believe my knowledge and technical know-how in the field of engineering and also occupational safety & health will help me contribute a great deal to the company.

However, I am currently in Kota Kinabalu, Sabah. But if I were to be called for an evaluation, I am willing to travel to Johor for it. Kindly inform me beforehand a week earlier in order for me to book a plane ticket. Enclosed is a copy of my resume. I can be contacted at +6019-8230720 and the following e-mail address: shahrinna.salleh@gmail.com

Thank you.

Yours sincerely,
Shahrinna Binti Mohd Salleh