

Alia Amirah binti Romli,  
No 9, Lorong Alamanda 8,  
Taman Alamanda,  
13200 Kepala Batas,  
Pulau Pinang.  
16<sup>th</sup> March 2017

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**Talent Suites Sdn Bhd,**  
45, Jalan Dagangan 3,  
13200 Kepala Batas,  
Pulau Pinang.

**Application for SL1M-Web Designer position**

Dear Hiring Manager,

I am writing to express my interest for the above position with Talent Suites. I come to you equipped with a degree in Computational Mathematics, and I have all the attributes that you require from a candidate.

My 3 months internship experience has prepared me well to take new challenges and contribute effectively to your company. I am well-versed in performing necessary office setting. I have perfect attention to detail and a proven ability to accomplish designated tasks speedily and professionally.

In addition I have outstanding computer skills with experience using a variety of different software and MS programs. I am a self-starter and excel at document control and management. I also have knowledge in C++ programming and other software.

I understand that, as a graduate, I have a lot to learn about working within an organisation. I would like to start in an entry-level position that would allow me to be mentored in my professional development.

I am convinced that I can be an asset in this position requiring hard work and enthusiasm. I enclose my resume for your consideration. I can be contacted at all times on the details provided below. Thanking you in advance for your time.

Respectfully,  
Alia Amirah  
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013-5047264