

Nurul Fatihah Mohd Alias  
Lot 4572 Jln Serindit,  
Batu 9 Kebun Bharu  
42500 Telok Panglima Garang,  
Selangor

16<sup>th</sup> March 2017

Human Resources  
TASCO Berhad  
Shah Alam Logistics Centre (SALC)  
Lot No. 1A Persiaran Jubli Perak  
40301 Shah Alam  
Selangor

Dear Mr./Mrs.,

**Application for the post vacancy in HR/Admin Officer**

I as named and addressed as above would like to express my interest to apply for the position of HR/Admin Officer as currently available in your company.

I am a recent graduate from University Teknologi Mara (UiTM) Seremban 3. I have completed my courses in Bachelor of Administrative Science (Hons) recently in January 21. I am majoring in management and policy studies. My attached resume provides more details about my skills and accomplishments.

I look forward to an opportunity to discuss my potential contribution to your company. I can be reached at +60183794497 and the following email: [nfatihah.alias@yahoo.com](mailto:nfatihah.alias@yahoo.com)

Thank you for your consideration.

Sincerely,  
NURUL FATIAH MOHD ALIAS

