Date: 22/02/2019

To

**The Principal**

Sylhet Women’s Medical College

Mirboxtula, Sylhet

**Subject: Prayer for promoting to the post of Assistant Professor**

Sir,

I beg most respectfully state that I am working as a senior lecturer in the department of Community Medicine since 1st March 2018. I have completed my Masters in public health in December 2016 and Diploma in Medical Ultrasound in December 2016. Previously I was working as a lecturer from January 2013 to July 2015 in your institute.

May I therefor pray and hope that you would be kind enough to take needful steps to promote me as an Assistant Professor considering my duration of work experience and post-graduation degree and thus obliged.

Yours sincerely

**Dr. Sabrin Radi**

MBBS, MPH (RCH), DMU

Senior lecturer

Department of Community Medicine

Sylhet Women’s Medical College