Swati Goel

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Date: 03-07-2013

To,  
The Director,  
Swami Devi Dyal Institute of Computer Science

Panchkula

Sub: Application for the post of Assistant Professor in CSE department.

Sir/Mam,  
With reference to advertisement in the newspaper “The Tribune” dated 2 July 2013, I wish to apply for the post of assistant professor (CSE) in your reputed college. I am a final year student of M.Tech (Computer Engineering) from U.I.E.T. Kururkshetra and have completed 1.5 years of my degree with CGPA of 8.34 out of 10. I am willing to excel in the field of teaching. The skill and knowledge that I have acquired for the past years could benefit your organization. I request you to give me an opportunity to prove my passion on teaching. If given an opportunity I assure that I would professionally contribute best of my skills and knowledge to the institution as required, through dedication and sincerity to the responsibility. As an individual, I would like to attain higher standards in terms of skills, knowledge and experience and to grow in career.  
My resume is attached for your review and I hope that my application will be duly considered.

Looking forward for your reply.  
Thanking you,  
Yours faithfully,  
Swati Goel