

# Application

Date: 22-07-2022

To

The advertiser

**BMCT GROUP**

**Barnamala Computer Training Center**

**Explore Your Creative Side**

Sha-66/3, Sadinata Sarani

North Badda, Dhaka-1212.

**Sub:- Application for the post of “Head of Admin & HR”**

Dear Sir,

In Response to your advertisement in the “Daily Ittefaq” on 10<sup>th</sup> October, 2020 inviting Application for “**Head of Admin & HR**” I beg to offer my Self as a candidate for the same. I am finishing herewith-full particulars of my age qualification, experience etc. In the enclosure for your kind sympathetic consideration.

I am confident that you will find me a suitable candidate for the post advertised by you and shall kindly grant me an interview to give you any further information, which you might to have.

Thanking You.

Your's Faithfully.

**(Md. Fahad Mridha)**

**Enclosure:**

- (a) One No C.V.
- (b) One copy P.P. Size Photograph
- (c) Copies of Educational & Other Certificates.