Date- 14th November, 2017

To**: Unace Bangladesh**

Road # 9,House # 511 (4th Floor)

DOHS Baridara,Dhaka-1206

From: SARWAR KAMAL

Fotoblaze

Dhaka, Bangladesh

**Subject: Application for the position of Regional Officer.**

Dear Sir,

In referenced to your vacancy announcement, published  for the position of **Regional Officer**.

I would like to offer myself as a candidate for the position. According to your Terms & Reference of this position there is a lot of similarity between your requirements & my past & present experiences. I think that I am a competent applicant for this position:

* I am working as a Assistant Manager of **fotoblaze** (New Elephant Road,Dhaka**)**.
* Expert on all commercial related tasks like as UD,GSP,CUSTOMS,BGMEA.
* Worked at Recognition of participation in the **Active Citizens** YouthLeadership Training in **British Council.** (2010)
* I have skilled training on Comprehensive village development program on rural development on 28to 31October,2009 at Bangladesh Academy for Rural Development (BARD).
* Assist in preparation of reports needed by superior purpose for weekly, monthly, quarterly, annual and other needed reports.
* Worked at **Red Crescent in Cox’s Bazar,** Red Crescent Youth(RCY) (2009-2012)

I would be highly adored if you kindly provide me an opportunity to participate in the competition to prove myself as a worthy candidate for the position.

Thank you & kind regards.

***SARWAR KAMAL***

Mobile:-01819-016166

**Enclosed:**

**1.** Application Letter  
2. Resume