Dear Sir / Madam,

I am submitting the attached resume for your observation with regards to possible career opportunities within your organization. I am a candidate worthy of consideration and well respected in my profession as an upstanding and hardworking individual who can be counted on to “get the job done”. I believe my knowledge coupled with my professional qualification, would be an asset to your company's continued commitment to the quality of today’s business. My career outlined on the enclosed resume is marked by abilities and skills developed by strong work ethics. If given a chance, I can assure you that I will perform to the best of my capabilities and the entire satisfaction of my seniors.

Thanking you in advance for your time and consideration,

I assure you sir; I can be a contributing reputation as a member of your organization.

Yours sincerely,

DURGA PRASAD.G

Mobile No.33594947