JU-EL ALAJAR PERALTA

FLAT 3, BUILDING 560, ROAD 2518, 925 EAST RIFFA,
KINGDOM OF BAHRAIN.

HUMAN RESOURCE MANAGEMENT OFFICE

SIR/MADAM

GREETINGS!

It is my great honour to apply for the position of purchasing/sales officer or admin staff in your respected company. With my academic background and work experiences during my term on working with the procurement specialized in oil and gas industry, I believe I am capable of serving your company if given the opportunity.

Currently I am working as a Marketing and Public relation Officer at Relax Home Contracting which is a Home maintenance service provider and also I worked at PISC Middle East for 2 years (finished contract) dealing with big oil and gas companies around the globe as a sales officer/purchaser. We are working together with ARAMCO, SCHLUMBERGER, ARABIAN DRILLING and many more.

To further acquaint you with the specifics of my background I am attaching my resume. I can be reached through my contact numbers which I have duly indicated in the attached resume. I hope you will consider me for this position. I look forward to meeting with you and discussing my qualifications in more detail.

Thank you.

Very truly yours,

Ju-e

l Alajar Peralta

Encl.: resume