## **COVERING LETTER**

Place: Mannargudi

Date: 21 October 2019

Kind Attn. to: Human Resource Department

Dear Gentleman,

Greetings,

Subject: Applying Job position of ELECTRICAL CAD OPERATOR & REVIT

This is in reference to your advertisement with respect to the open post of ELECTRICAL REVIT Technician in your company. My educational background is Higher Diploma holder in Electrical & Electronics Engineering with good academic records and having 09 years relevant experience (07 Years exclusively in BAHRAIN) in Designing / Drafting Site Installation in construction Sector / Substation Industry. A competent and dynamic professional with in EPC & PMC. Gained in depth knowledge of Construction Project Management Team with an organization of repute preferably in Construction & Consulting sector If your esteemed organization can offer me a challenging environment matching to my qualifications and experience, I kindly request you to consider my candidature. A copy of updated curriculum vitae is enclosed for your kind perusal.

I look forward to meeting you to further discuss employment opportunities in Your Company.

Thanking you,

With Kind Regards,

**GURUMOORTHI.B** 

Encl: Curriculum Vitae Pdf File-3 Pages (A4 Size)