To,

ORGNIZATION HEAD

ORGANIZATION NAME HERE

Sub: **Application for Post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear Sir!

 The applicant belongs to Tehsil \_\_\_\_\_\_\_\_\_\_\_\_ and offers his services for the post of \_\_\_\_\_\_\_\_\_\_\_\_\_\_ announced by your good office in \_\_\_\_\_\_\_\_\_\_\_Newspaper.

 My Curriculum resume is attached herewith for more information and kind consideration, please.

 Date: \_\_\_\_\_\_\_\_\_\_\_

Thanks.

Regards,

YOUR NAME