

In the name of God

Cover Letter

To the employer,

Dear Sir/Madam,

I would like to express my appreciation for the opportunity provided me to apply for the job offer. I am a HR lover seeking constantly for opportunities to develop my HR skills and make my unique contribution. The offer fits well with my area of interest, study, experience and goals. It is very interesting for me to apply for this offer to have new experiences in my career life.

I found the offer quite appealing, because of the possibility of working with the professionals who constantly seek for improvement. This would make me challenge every day to keep up my learning standards. In addition, I believe that working in **your organization** can help me not only in deepening & broadening my horizons, but also accelerating my personal and career growth likewise. Also the opportunity of meeting and associating with new people would be great.

I have learned the values of team work, commitment, diligence, continuous learning, empathy and utilizing the innovational capabilities. I strongly believe that, these skills, combined with my educational background, could make me an appropriate candidate for this offer.

My curriculum vitae, which is enclosed, contains additional information about my experience, projects conducted, courses participated and skills. This offer would provide me with the ideal opportunity to work at your institution and expand my knowledge. I am looking forward to hearing from you.

Thank you in advance,

Yours sincerely,

Hamidreza Lachin