

## Cover Letter

To

Employer name

Designation

Company name

Postal address

Subject: Job application letter for fresher's

Respected Sir

I, Anjali Yadav as a fresher applying for this job. I am applying for the assistant engineer position in your company. I came to know about your company through a newspaper advertisement on 16 october,2016.

Currently I am pursuing my B.Tech. degree and I will complete it in the year 2017. My aggregate percent till third year is 65% and I had completed my summer training at the North Central Railway (ALLAHABAD) and received the certificate.

I have done the training on STADD PRO through CADDESK and have the basic knowledge of computer.

I want to make a request to you to conduct my interview.

Thanking you

Your's sincerely

*Anjali Yadav*

Anjali Yadav

9452400642

anjaliyadavsiet@gmail.com

Resume in pdf form is enclosed

ANJALI YADAV

+91 9452400642

anjaliyadavsiet@gmail.com

**Objective:**

To promote the goodwill of the workplace for better output through a discipline, organized and progressive ways with my sincere hard work and utmost endeavors in the task entrusted.

**Academic Qualifications:**

**Graduation:** Pursuing B.Tech.

**College Name:** Shambhunath Institute of Engineering and Technology

**Year of Passing:** 2017

**Division:** First Division

**School Name:** Crosswaite Girls Inter College Allahabad

**Intermediate Percentage:** 65%

**High school Percentage:** 60%

**Area of Interest:**

- Environmental Engineering.
- Geo Technical Engineering.

**Project Undertaken:**

My fourth year project is "Soil Stabilisation". It increases the strength of soil by using waste material.

**Summer Training:**

**Title:**Road Construction

**Organization:** PWD ALLAHABAD

**Duration:**Four weeks

**Strengths:**

- Good interpersonal skill
- Adaptable to any environment
- Positive attitude
- Punctual

**Personal Details:**

**Postal Address:** 371 Daraganj,Allahabad

**Date of birth:**05 February 1996

**Gender:**Female

**Language(known):**Hindi and English

**Nationality:**Indian

**Software Skills:**

- AUTO CADD
- STAAD PRO
- REVIT

**References:**

References are available on demand.

**Declaration:**

Above mentioned information is correct at the best of my knowledge.If any information is found incorrect legal actions can be taken against me.

**Date:**21-10-2016

*Anjali Yadav*

**Place:**Allahabad

Hardik Soni