 **SHIJU**

**SENIOR DOCUMENT CONTROLLER**

**Email:** [**SHIJU.220296@2freemail.com**](mailto:SHIJU.220296@2freemail.com)

Dear Sir,

This letter is to express my interest in discussing the job opportunity which available in your firm. The opportunity presented in this listing is very appealing, and I believe that my experience and education will make me a competitive candidate for this position. Please see my resume for additional information on my experience.

I hope that you'll find my experience and interests intriguing enough to warrant a face-to-face meeting, as I am confident that I could provide value to you and your clients as a member of your team. Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

**Looking for** : A suitable assignment - wish to be part of A WINNING TEAM with an exciting environment that offers professional growth while being challenging, resourceful, innovative & flexible, where I can learn a lot and can also use my skill, experience and expertise towards the organizational goal and objective to build up lasting relationships to improve the quality of service with life style.

**Career Goals & Ambition:** The key to my success to date has been aided by a drive to complete any task or challenge that was presented. My main strength includes dedication to do my work, thinking of innovative ideas and time management. This, I feel, will enable me to achieve my goals of developing my analysis.

**Reason for Leaving:** Wish to shape up future through better challenges.

**Salary Expected:** An adequate and equitable remuneration for my contribution towards achieving the organization goals.