Bandung, October 12th 2016

Attention To:  
PT. Segar Alam Abadi Komunika  
Jalan Suka Asem 5 Raya No. 40B  
Kota Bandung

Dear President of PT. Segar Alam Abadi Komunika,

I have read your job vacancy in Harian Anak Bangsa, October 10, 2016, that your company is looking for some employees to hold some positions. Based on the positions that you offer, I am interested to apply in Journalist position,considering my background education as Public Communication with total GPA 3.80 of 4.00. And here is my brief data:

Nama                    : Alexander Suwiryo

Tempat,tanggal lahir : Makasar, 18 April 1986

Alamat            : Jl. Macan Tutul no.109

No.Telepon      : 089321657890

I see myself as a disciplined person, a hard worker, and I have a good time management. I believe I can do my best and give positive contribution to your company. I interact productively with people from diverse backgrounds and I can work well, both individually and within a team. I also have an ability to communicate and work well with people on all levels. I can also communicate in English quite well (speaking and writing). With my qualifications, I am sure that I will give a great contribution for your company. Here, I enclose my:

1. Curriculum Vitae
2. KTP
3. Copy of Certificate Bachelor (S1) and transcripts that have been legalized
4. Recent Photograph 4×6
5. Certificate of Public Speaking and Certificate of English Proficiency (TOEIC)

I would appreciate the opportunity to meet you, to discuss my qualification and the possibility of joining your company. My Curriculum Vitae is enclosed along this letter and you may review it for further information. I am looking forward for a possible interview with you, to discuss more about my capabilities.

Bandung, October 12th 2016

Yours sincerely,  
  
[signature]  
  
Alexander Suwiryo