

Job Application

January 01, 2023

The Director
North East Medical Hospital
South Surma, Sylhet.

Subject: Prayer for the post of a **Staff Nurse**.

Sir/Madam,

In response to your advertisement published in the “Daily Prothom Alo” on 1st January, 2023 for the post of a **Staff Nurse** for your hospital/clinic. I want to offer myself as a candidate for the post. My particulars are submitted below for your kind consideration.

Curriculum Vitae

1. Name :
2. Father’s Name :
3. Mother’s Name :
4. Present Address : Vill:.....P.O.....P.S./Upazilla:.....Dist:.....
5. Permanent Address : Vill:.....P.O.....P.S./Upazilla:.....Dist:.....
6. Phone Number :
7. Date of Birth :
8. Marital Status : Unmarried/ Married
9. Religion : Islam/ Hindu/ Christian
10. Nationality : Bangladeshi
11. Educational Qualification :

Degree of Title	School/College/ University	Group/Subject	Passing Year	GPA/Result	Board/ University	Duration
SSC		Humanities/ Commerce			Sylhet	02 Years
HSC		Humanities/ Commerce			Sylhet	02 Years
Diploma	North East Nursing College	Diploma in Nursing Science & Midwifery			Bangladesh Nursing Council	03 Years

12. Experience (if any) : Now I am performing my internship as an Intern Nurse at North East Medical Hospital for 01 years.

13. Computer Knowledge : Completed computer course on Ms Word, Ms Excel, Ms Power Point & efficient in browsing internet.

14. Language Proficiency : Fluent in Bangla & English, excellent at written & spoken English.

15. References :

a. Name : Prof. Dr Gol Baden
Designation : Principal
Organization & Address: North East Nursing College, South Surma, Sylhet.
Phone Number : 01716320825
E-mail : golbaden@gmail.com

b. Name : Md. Badrul Islam Khan
Designation : Assistant Professor in English
Organization & Address: North East Nursing College, South Surma, Sylhet.
Phone Number : 01716100233
E-mail : bikm51@gmail.com

In the above circumstances, may I hope that you would be kind enough to consider my application and appoint me to the post prayed for.

Yours Faithfully

Signature

Full Name

Attachments:

1. Attested copies of all Academic Certificate.
2. Attested copies of 3 passport size photographs.
3. Attested copy of National ID card/Birth Certificate.
4. Attested copy of Computer Certificate.
5. Attested copy of Internship Certificate.