

## 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 1<sup>st</sup> 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	Institute/ University	Group/ Subject	Passing Year	GPA/ Result	Board/ University	Durati on
SSC		Humanities/ Commerce			Sylhet	02 Years
HSC		Humanities/ Commerce			Sylhet	02 Years
Midwifery	North East Nursing College	Diploma in Midwifery Nursing			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 Certificates.
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.