To,

 The Principal

 Saint Paul High School

 Jalpaiguri

Sir,

 I came to know from your advertisement published in the Uttarbanga Sambad on 6th Nov, 2012 that you have a vacancy for the post of assistant teacher in English in your institution. In response to the mentioned advertisement I wish to offer myself as the candidature for the same.

 If I selected, I can assure you that I will do the task sincerely and try my best to maintain the reputation of your institution.

 Here is my Bio data:-

BIODATA

NAME: Subhajit paul.

FATHER’S NAME:- Sailendra ch paul. SEX:- male

DATE OF BIRTH:- 25th mar,1985. NATIONALITY:- Indian

ADDRESS: vill+p.o.- Salsalabari. AGE:- 27

 Dist:- Jalpaiguri. CASTE:- OBC - B

 Pin:- 736208

EDUCATIONAL QUALIFICATION:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Examination passed | Bourd/university | year | Marks obtained | percentage |
| Madhyamik | WBBSE | 2001 | 541 | 67.62 |
| HS | WBCHSE | 2003 | 545 | 54.50 |
| BA | NBU | 2006 | 331 | 41.37 |
| MA | CSJMU | 2009 | 565 | 59.47 |
| B Ed | ASSAM UNIVERSITY | 2012 | 614 | 61.40 |

EXTRA EDUCATIONAL QUALIFICATION:- DSA

 Yours faithfully,

 Subhajit paul.