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| January 5, 2022  Mr. Rana Andreana  Jalan Riau No, 26  Bandung, Jawa Barat  randandreana@mamikos.com  Dear Mr. Rana,  My name is Dito Aditya Purnama. Upon finding the job vacancies through JobStreet, I am interested in applying for the position of Business Development Analyst. I am proud to say that I meet all the requirements. In addition, I am also glad that the goals of this team are aligned with my career goals. Working on this team would be a perfect match for me.  Since high school, I actively participated in various events that require me to work in a team — both as a leader or a member. Therefore, I am confident that I have an excellent teamwork skills. I pay close attention to details when it comes to my work. As I am currently majoring in English Studies, I am confident about my English skills, especially in writing and speaking. This is proven since I attained 8.5 score band on my IELTS. I consider myself a fast learner with full passion and curiosity in learning. Throughout my career, I have done some of my best work under pressure. With all of those capabilities, I am sure that I can fit in the position perfectly.  I would be delighted to have the opportunity to work with the Business Development team. Kindly review my attached CV for additional details regarding my expertise and career achievements. Feel free to contact me at your earliest convenience to discuss how my experience and background meet your needs. I appreciate your time and consideration.  Best regards,  Dito Aditya Purnama |