

**The Sr. Executive (Human Resources)  
Fauji Fertilizer Company Limited  
Goth Machhi Sadikabad**

Subject: Apprenticeship for the post of \_\_\_\_\_

Dear Sir,

I have come to know that you are hiring a batch for apprenticeship. I offer my services for the same. My particulars are as under:-

<b>Name</b>		<b>Trade Applied for</b>				
<b>Father's Name</b>		<b>DOB</b>				
<b>Phone Number</b>		<b>Marital Status (Tick one)</b>	<b>Married</b> <input type="checkbox"/> <b>Single</b> <input type="checkbox"/>			
<b>Postal Address</b>						
<b>Exam Passed</b>	<b>Roll No.</b>	<b>Year</b>	<b>Marks</b> <b>Total</b> <b>Obtained</b>	<b>Div/% age</b>	<b>Subjects</b>	<b>Completed / Result awaited</b>
<b>Matric</b>						
<b>F.Sc</b>						
<b>B.Sc</b>						
<b>DAE</b>						
<b>Others</b>						

I shall be grateful for your kind consideration please.

Yours Obediently