Halima Ogunleye
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11 November 2026

The Human Resources Manager
Farmyad Enterprises
Lagos

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF AGRICULTURAL OFFICER

I am writing to apply for the position of Agricultural Officer at Farmyad Enterprises, which I saw advertised on Omadaily. Farmyad Enterprises is a respected name in agriculture, and I would welcome the chance to grow my career with your team.

I hold a B.Agric. Agronomy from Federal University of Technology, Akure, and I have 5 years of experience, most recently as an Agricultural Officer at Northgate Allied Ltd. In this role I support 1,200 smallholder farmers in three states, and I raised maize yields of trained farmers by 35%.

I care about food security and farming in Nigeria, and I would be glad to support the work Farmyad Enterprises does across the value chain. I am also skilled in crop production, farmer training and extension services.

I have attached my CV for your review. I would be glad to attend an interview at your convenience to discuss how I can contribute to Farmyad Enterprises. Thank you for your time and consideration.

Yours faithfully,

(Signature)
Halima Ogunleye

Free sample from omadaily.com. Edit it to fit your own experience.