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The Human Resources Manager
Perfetti Van Melle Nigeria Limited
Head Office, Lagos

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF QUALITY CONTROL OFFICER

I am writing to apply for the position of Quality Control Officer at Perfetti Van Melle Nigeria Limited, which I saw advertised on Omadaily. Perfetti Van Melle Nigeria Limited is a respected name in food & Beverages, and I would welcome the chance to grow my career with your team.

I hold a B.Sc. Microbiology from Ahmadu Bello University, Zaria, and I have 5 years of experience, most recently as a Quality Control Officer at Sapphire Crest Ltd. In this role I test raw materials and finished goods against specifications, and I cut customer complaints by 40% through better line checks.

I admire the scale and quality of the products Perfetti Van Melle Nigeria Limited makes, and I work well in disciplined teams with clear targets, standards and deadlines. I am also skilled in quality testing, GMP and HACCP and ISO 9001.

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 Perfetti Van Melle Nigeria Limited. Thank you for your time and consideration.

Yours faithfully,

(Signature)
Halima Adeyemi

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