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The Human Resources Manager
Shell Petroleum Development Company (SPDC)
Head Office, Lagos

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF HEALTH SAFETY AND ENVIRONMENT OFFICER

I am writing to apply for the position of Health Safety and Environment Officer at Shell Petroleum Development Company (SPDC), which I saw advertised on Omadaily. Shell Petroleum Development Company (SPDC) is a respected name in oil & Gas, and I would welcome the chance to grow my career with your team.

I hold a B.Sc. Environmental Science from Obafemi Awolowo University, Ile-Ife, and I have 6 years of experience, most recently as a Health Safety and Environment Officer at Northgate Allied Ltd. In this role I run HSE on a site with 300 workers and contractors, and I reached 1 million work hours without a lost-time injury.

I value the safety-first culture of the energy sector, and I am ready to work to the high technical and HSE standards that Shell Petroleum Development Company (SPDC) is known for. I am also skilled in risk assessment, incident investigation and permit to work.

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 Shell Petroleum Development Company (SPDC). Thank you for your time and consideration.

Yours faithfully,

(Signature)
Ngozi Bello

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