

Katwanga Martin
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The Human Resource,
AKSO Limited.

13th October, 2022

Dear Sir/Madam,

RE: APPLICATION FOR COLLECTION OFFICER.

I hereby, humbly submit my application to your office for the above stated subject.

I am a Ugandan by nationality, male by sex, aged 26 years and a resident of the above mentioned address. A holder of Accounting and Finance Degree from Kyambogo University.

I present to you my interest and willingness to work as a collection officer in your reputable Organization. Challenging situations and tasks drive me to focus on my duties and responsibilities always striving to learn with keen interest to detail.

I have Audit, Finance, Accounting and Administrative skills that I obtained in class, work place, associations and groups of discussions. I am therefore, confident that I am the right person for the job. Attached is my curriculum vitae and academic documents for your perusal.

I look forward to hearing from you.

Thank you,

Yours faithfully,

Katwanga Martin.