

From
Vandra Septian
Jl. Bulak Setro Utara
Surabaya Jawa Timur 60124
Phone : 08225712345
Email ID : vandra.septian@gmail.com

To
Aziska Purba
Hiring Manager
Surabaya Museum
Jl. Tunjungan, Genteng
Surabaya, Jawa Timur 60275

Dear Mr. Aziska Purba ,

In response to your advertisement in Radio Suara Surabaya August 2019. For the post of a museum curator at your renowned Surabaya Museum. I am writing this letter in order to state my intent on applying for the aforementioned job position based on my credentials and experience in this field.

I have been working as a curator at the Sepuluh Nopember Museum, Surabaya, Jawa Timur for the last two years and as an assistant curator at the WR Soepratman Museum, Surabaya, Jawa Timur for a period of your years. Detailed job descriptions and function at these two places are stated in my resume which has been attached along with this letter for your reference.

In performing my role as a museum curator, i have conducted several task such as acquiring new items for the museum from various sources and performing regular maintenance checks on current items, regardless of their value. I have also helped in formulating an extensive security plan for the museum to prevent the theft of missuse of any items by visitors or miscreants.

Based on my skilled experience in this field, I believe i am perfectly suited for the job position of a museum curator at your well renowned museum and would strive hard to give my best to help the museum grow, if selected for the job.

Please feel free to contact me on my details provided above if you have any queries regarding my profile.

Sincerely Yours,

Vandra Septian.