

Miss. Faibianna Palingis
C/- World Vision PNG
P.O Box 4254
Boroko,
National Capital District
Ph: (675) 311 2530
Fax: (675) 325 4225

Date: 14th of March, 2017

The Human Resource Manager
PNG Power Limited
P.O. Box 1105
Boroko, NCD

Dear Sir/Madam

SUBJECT: POSITION VACANCY OF CREDIT CONTROLLER (GOVERNMENT) PORT MORESBY

I am writing in regard to the above. I am very much interested in the post of "Credit Controller" which was advertised under the careers on PNG Power Ltd.'s home page.

I am a final year student of Pacific Adventist University, studying Bachelor of Arts & Humanities majoring in Geography (Human & Physical – Environmental Science) and English, with Business (Administration & Accounting) being my minor in 2016. I could not complete my studies due to financial difficulties.

Currently I am working with World Vision PNG as an Administrative Officer dealing with procurements and labour distribution monthly reports, creditor's accounts and liaising with partners and clients.

It is in my utmost interest to work with PNG Power Ltd., as it has extensive training skills and programs that offer diverse opportunities. I find your job profile interesting and I believe pursuing a career with your organization will equip me with experience and knowledge of community and public relation and I will become an asset to the organization

Attached herewith is my updated CV as required for your perusal. Should you require further information, I can be reached through my cell phone on; 79070877 or via email to Faibianna_Palingis@wvi.org / fpalingis432@gmail.com . I am also available for an informational interview at your earliest convenience.

Thank you very much for your attention and I hope to hear from you.

Yours Sincerely,



Faibianna Palingis
(Interested Applicant)