Arther ERE

P.O Box 65, Teremanda SAD Church.

WABAG, Enga Province

PAPUA NEW GUINEA

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**06th March 2024**

Human Resource Manager

Recruitment Office

PNG Power Limited

B.O Box 1150, BOROKO, NCD

PAPUA NEW GUINEA

**Dear Sir/Madam,**

**SUBJECT: PNG POWER-CUSTOMER SERVICE OFFICER WABAG – APPLICATION FOR MR. ARTHER ERE (GRADUATE ENGINEER)**

I am writing to express my interest in the Customer Services Officer position at PNG Power, as advertised. As a soon-to-be graduate in Electrical Engineering, with a passion for gaining hands-on experience in the power industry, I am particularly drawn to the opportunity to contribute to your esteemed organization.

During my academic journey, I have acquired a solid foundation in electrical engineering principles, which I am eager to apply in a practical setting. Having completed my On-the-Job Training (OJT) with PNG Power in the Momase Region, I have gained valuable insights into the operations and challenges faced within the power industry, particularly in customer service functions.

My educational background, coupled with my OJT experience, has equipped me with a strong understanding of the energy sector's intricacies and the importance of efficient customer service delivery. I have honed my skills in data input, debt collection, retail sales, cashiering, and handling general inquiries, which I believe align well with the requirements of the Customer Services Officer role.

Moreover, my exposure to PNG Power's operations has instilled in me a deep appreciation for the critical role that customer service plays in enhancing the overall customer experience and driving business success. I am committed to addressing customer needs promptly, professionally, and with the utmost care to uphold PNG Power's reputation for excellence.

Furthermore, I possess excellent communication skills, both verbal and written, which have been essential in liaising with customers and colleagues effectively. I am adept at problem-solving, planning, organizing, and collaborating within a team environment to achieve common goals.

I am enthusiastic about the opportunity to contribute to PNG Power's ambitious goals of expanding its customer base and lowering the cost of electricity to promote social and economic growth in our country. As a driven and forward-thinking individual, I am eager to play a role in driving positive change within the organization and the communities it serves.

Thank you for considering my application. I am excited about the possibility of joining PNG Power and contributing to its mission of making a meaningful difference in people's lives through reliable electricity services.

Yours Sincerely,

…………………….

**Arther ERE (Mr.)**

**Graduate Electrical Engineer**

**PNG University of Technology**