Dear Sir/Madam

Greetings for the day

I saw your advertisement for the post of Accounts Executive in Times of India.

I would like to introduce myself as an earnest hardworking Individual with 2 years’ experience in field of Accounts and Taxation having working knowledge of different aspects of Taxation like Vat, Service Tax and TDS

Would request you to consider my resume attached here with for the same

Thanks and Regards

Maninder Singh