

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

To,

The Secretary,  
Jammu and Kashmir Services Selection Board (JKSSB),  
[JKSSB Address],  
[City, State, Zip Code]

Subject: Application for [Position Name]

Dear Sir/Madam,

I am writing to submit my application for the [Position Name] as advertised by the Jammu and Kashmir Services Selection Board (JKSSB). I believe my qualifications and experience make me a suitable candidate for this position.

[Briefly include your educational background, relevant experience, and any other details that support your application.]

I have attached the required documents for your review. I hope to contribute effectively to your esteemed organization and look forward to the opportunity for an interview.

Thank you for considering my application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]