

SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

COVER LETTER

Kindly send to: Board of Directors, Human Resources Department and similar at **your company**,

Full name: Nguyễn Minh Anh

Date of Birth: 12/12/1998

Current Address: 1028/2/10 Tân Kỳ Tân Quý Street, Bình Hưng Hòa Ward, Bình Tân District, Hồ Chí Minh City

Phone number: 0346928135

Email: devcungai.com@gmail.com

By seeking on the Internet, I can see that your company is now hiring *. I have a strong feeling that my skills and abilities are completely fit with your company. Therefore, I really want to work at **your company**.

I have a Bachelor of Science's Degree at Open University of Hồ Chí Minh City in 2020.

Recently, I have completed Cisco's Operating Systems Basics on May, 2024. Previously, I have completed the CCNA Certificate from VnPro's Academy in 2021 (Grade: Excellent).

In addition, I am proficient in English, computer's installation, configure, testing, troubleshooting, and resolving PC/MAC problems (hardware and softwares).

For more details, please take a look at my attached CV.

I really want to work in the dynamic, competitive, professional environment at **your company**. I am looking forward to have an appointment with your company in the nearest future.

Best regards,

Nguyễn Minh Anh