

DAVIS NJOROGI MERU

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TO: THE OFFICE OF THE GOVERNOR, HON. KIARIE BADILISHA

NYANDARUA COUNTY

31st October 2023

Dear Sir,

REF: REQUESTING FOR A POSITION AT YOUR INSTITUTION/ADMINISTRATION

I'm honored to submit my application to show my interest for a position at your institution. With a BSc Computer Science degree (Garissa University) and tons of skills, both technical and professional that I've gathered from pursuing this course, I'm confident that I'd be a strong addition to your team.

I have also had my share of service to the county government of Nyandarua. In 2019, I worked as an enumerator during national census, and in the year 2022 I worked as an IEBC clerk during the general elections period. I also did my university attachment at Muruaki Secondary School where I was allocated duties of an ICT assistant.

My areas of expertise include full stack-web development, general IT operations such as Networking and software & hardware installations, graphic design, research and internet, computer packages, etc. I am also very good in creating good relations with people and have excellent communication skills

If given this opportunity, I would dedicate myself fully to ensure that I make a positive impact to both my colleagues and the workplace.

I have attached all necessary documents with letter. Looking forward to hearing your feedback. Thank you.

Yours sincere,

Davis Njoroge Meru