COVER LETTER

Mohammad Elias Hamidi

✚ 12th District, Ahmad shah Baba Mena, Kabul-Afghanistan

📞 +93 767280458

✉ eliashamidi8@gmail.com

Dear Ms. /Ms.

I am writing to express my interest in the position advertised recently by your esteemed organization. I learned about your organization from social media, after properly visiting your website and research I realized that your specifications match my skills and interest remarkably.

I did a bachelor of Computer Science and Technology from China-2023. While I have a comprehensive knowledge of computer software and hardware (IT), my main focus points are, Data Collection, Data Analyzing, Data Entry, Data Filtering, Data Visualization, IT, Web Front-End Design and Python OOP.

Previously I completed a one year contract with a Non-Governmental Organization ODSSA as IT Assistant, for more than a year. I was an active member of the IT Team. Beside that I have a 4 weeks training certificate in hacking & information security.

I always like to accept challenges, definitely this position will boost my skills and career.

Based on the position requirements I have good communication, Management, Dealing and Leadership Skills,

My language Skills are as below:

Pashto, Dari, English, Chinese, Urdu, Hindi

Your specifications match my skills and interest; I would like the opportunity to meet with you and discuss the job position, and please let me know if you have any questions you can reach me by phone at +93767280458, or by email at eliashamidi8@gmail.com.

Thank you for your consideration!

MOHAMMAD ELIAS HAMIDI

Lecturer

Ahmad Shah Baba Mena
Kabul-Afghanistan
+93 767280458
eliashamidi8@gmail.com

SKILLS

- Data Management ■■■■□
- Data Analysis & Visualization ■■■■□
- Computer General Skills ■■■■■
- SuerveyCTO ■■■■□
- Data Entry ■■■■■
- Microsoft Office ■■■■□
- Programming (HTML, CSS, JS, SQL, Python[numpy, pandas, matplotlib, tkinter]) ■■■■□
- Kobo ToobBox ■■■■□

EXPERIENCE

SEP 2023 - Current

Online Technology Content Creator

Ulearna - Kabul

- Recorded a complete python course
- Created content for website and online publication

FEB 2023 - AUG 2023

Lecturer

Jahan University - Kabul

As a lecturer I was teaching the following courses:

- C++ Programming
- Database SQL

MAR 2017 - JAN 2018

IT Assistant

ODSSA NGO - Kabul

- Reviewed system and network performance to make proactive adjustments based on established IT policies.
- Installed and configured software and hardware.
- Monitored system performance to identify potential issues.
- Researched and identified solutions to technical problems.
- Assisted in development of system security protocols.
- Configured hardware, devices, and software to set up work stations for employees.

EDUCATION

MAR 2019 - JAN 2023

Bachelor of Computer Science & Technology

Shenyang University of Chemical Technology - CHINA

- Member of student union
- CGPA 3.6/4.0

2019

High School

Ghulam Sediq Muhibi High School - Afghanistan

- Elected Captain of Batch
- 3 Years overall percentage 94%

2017 - 2018

English Language Diploma'

Muslim English Language Institute

- English A*
- Writing, Reading, Speaking, Listening

LANGUAGES

Pashto / Native   ■■■■■

Dari / Native   ■■■■■

English / **Excellent**   ■■■■□

Chinese / Basic   ■■□□□

Urdu / **Excellent**   ■■■■□

CERTIFICATIONS

- Hack & Information Security
- IT Assistant

REFERENCE

Available upon request