ETIM ANTAI

73, Lagos Street, Ebute Metta, Yaba,

Lagos, Nigeria.

101245

+2347030253125

etymantai@gmail.com

29th April, 2024

The Vice Chancellor,

University of Uyo, P.M.B, 1017, Uyo

Akwa Ibom State,

Nigeria

520003

AN APPLICATION FOR THE POSITION OF A GRADUATE ASSISTANT

I am writing to express my interest in the Graduate Assistant position at the University of Uyo, as it has been my interest to contribute to academic activities, support faculty research, and facilitate student learning and development. With a Bachelor of Engineering degree in Electrical/Electronic Engineering, complemented by a First Class Honors designation from the University of Uyo, I am eager to contribute to the academic community and support the university's mission of excellence in education and research.

Prior to my appointment as Process Analyst and Head of Strategy, Planning, and Implementation at First Option Solar, Lagos, Nigeria, I worked as a science teacher and vice principal academics at Golden International Schools, Oron (2020-2022) and as a science teacher and vice principal academics at Tua Model Schools, Port Harcourt (2022-2023).

I have been passionate about enhancing the academic performance of students through research and my experience, and I now wish to channel my career in that direction.

My academic background, coupled with my hands-on experience in teaching, process analysis and strategic planning and Implementation at First Option Solar Energy Company, positions me well to fulfill the responsibilities of a Graduate Assistant. During my tenure at First Option Solar Energy Company, I honed my skills in evaluating organizational processes, providing data-driven recommendations. These experiences have equipped me with a solid foundation in problem-solving, communication, and teamwork, which I am eager to apply in an academic setting.

My passion for education and commitment to academic excellence are further demonstrated by my achievements, including academic awards, participation in research projects, and volunteer work aimed at enhancing students' academic performance. I am particularly enthusiastic about the opportunity to support faculty research, facilitate student learning, and contribute to the vibrant intellectual community at the University of Uyo.

I am impressed by [University Name]'s dedication to fostering innovation and academic rigor, and I am eager to contribute to the university's continued success. As a Graduate Assistant, I am committed to supporting faculty members in their research endeavors, assisting with academic activities, and fostering a supportive learning environment for students.

Enclosed is my resume, which provides additional details about my education, experiences, skills, and achievements. I would welcome the opportunity to be part of a dynamic team where I can learn an contribute my quota towards actualization of the set goals of the university of Uyo.

Thank you for considering my application. I look forward to the possibility of contributing to the esteemed academic community at the University.

Yours sincerely,