

Mr John McEnroe
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Today's date

Dear Mr McEnroe,

RADIO FREQUENCY ENGINEER

In response to your advertisement posted on the University's website, please find attached my CV for consideration of the above post. I am in the process of completing my dissertation for the MSc in Personal, Mobile and Satellite Communications at the University of Bradford and I expect to graduate with a distinction in December 2021. I believe I have the necessary skills, qualities and knowledge to perform effectively in this role.

My experience at Specialist Computers Centre in Birmingham involved working in a variety of roles, from IT helpdesk to network maintenance and administration. Working with a team of senior engineers often required me to be very knowledgeable about the products being installed and I particularly relished any opportunity to work on antenna installations.

As part of the MSc Programme, I completed the Radio Transmission and Reception Module, as well as an Antenna Design Module, which introduced me to the wireless channel and its effects on radio microwave signals used for today's wireless communications. These modules enabled me to appreciate the huge challenge facing mobile communications and created a deeper desire to further pursue a career in this area and tackle the many problems associated with RF signal transmission.

Apart from being a proactive learner, I am also involved in extra-curricular activities such as competing in debates and golf; developing the competitive nature in me. Debating, in particular, has allowed me to think on my feet, critically analysing arguments and above all improve my communication and interpersonal skills that will be of great value to your company. The game of golf on the other hand, has instilled discipline, patience, strategic thinking and a sense of caution when approaching a problem – enabling me to better understand the intrinsic value or tactical planning when dealing with obstacles in everyday life.

BT has been regarded as one of the leading firms in the field and, as such, has built a reputation of professionalism, integrity and efficiency, all of which are values I hope to gain should I be successful in this application. Your consistent achievement of being ranked among the Top 100 Graduate Employers in the UK also speaks volumes of your ability to groom individuals such as myself to achieve greater value and capabilities.

I hope you will find my details of interest, however, should you have any further queries, please contact me (details above). I look forward to hearing from you in the near future.

Yours sincerely,
Tiger Woods