# COVER LETTER

Rakesh Joshi

Tata Consultancy and services, 11th floor Nariman Point Mumbai 400 022

Dear Hiring Manager

Please accept this letter of Interest regarding the System Admin position available at your company. I learned of the position while reviewing the company website. As a passionate and commited recent computer engineer. I am looking forward to continuing my career path at TCS.

As I read your position description. I have experience in each item you outline. I believe that my strong problem solving skills and organizational abilities make me perfect fit for this position. In 2021, I graduated with a computer engineering degree from Mumbai university. I was required to show proficiency in accessing the needs of a system, and checking for any bugs. If you will hire me I will not disappoint you.

I am earnestly greatful to you for your time and consideration. I look forward to learning more about precisely what needs innovation technologies has that I might be able to fulfill for you as System Admin.

Sincerely,

Sanket Harvande

CURRICULUM VITAE (CV)

Name- Sanket Chandrashekhar Harvande

Email-sanketharvande49@gmail.com

Mobile No- 9834478708

**PROFESSIONAL OBJECTIVES**

I am a fresher in the corporate culture, but ready to accept challenges. Utilizing my communication skills, smart working ability, fresh thought and good behavior in my career.

## BASIC ACADEMIC CREDENTIALS

* **BE Computer Science** - Gharda institute of technology (Mumbai University) CGPA – 9 pointer
* **Higher secondary education** – Sahjeevan Highschool, khed, 415709

Board exam : 72% & CET : 87%

* **Secondary School Certificacte –** Sahjeevan College, Khed, 415709

Board exam :94%

## TECHNICAL SKILLS

**Programming Languages** - C programming , C++, Python , HTML , CSS , Javascript, PHP

**Software** - Microsoft Office, Visual Studio Code, Eclipse IDE for Java Developers.

## PROJECT SKILLS

**Titles :**

* Student Management System Using C programming.
* Tic Tac Toe Game in Java
* Roll Dice Simulator in Python
* Library Management System using Internet Programming.
* Weather Application using Internet Programming

**Tools :**

Visual Studio Code, Xampp , MySql,

## SPECIAL SKILLS

* Ability to work with a team , involving , planning and coordinating.
* Ability to rapidly built up relationship and set up trust. Hardworking and honest.
* Good communication skills.

## CERTIFICATE

1. Python Basics Certicate from University Of Michigan.

2. Python Data Structure Certificate from University Of Michigan.

## DECLARATION

I hereby declare that the above information is true to the best of my knowledge and belief.