

# Sarbananda Taw

## Tech Support

Phagwara, October 13, 2023  
[Recipient's name and surname]  
[Recipient's position (e.g. head of a company)]  
[Company name]  
[Company address]

Dear [Employer's Name],

I am writing to express my strong interest in the Tech Support role at [Company Name]. With my recent completion of a Bachelor's Degree in Computer Application, I am eager to embark on a career in the IT industry. I am particularly drawn to this opportunity because it will allow me to build a solid foundation in networking and IT, setting me on the path towards my ultimate career goal of becoming a Network Architect.

The idea of designing and optimizing networks to support the seamless operation of products and services on the internet has always fascinated me. This fascination motivates me to enter the field through the Tech Support role. I see this as the most suitable entry point, allowing me to gain practical experience while I work towards obtaining industry-recognized certifications like CompTIA.

**I plan to start in Tech Support**, where I can gain essential experience maintaining IT systems and providing end-user support. **Building upon this foundation, I will specialize in networking and work towards becoming a Network Engineer.** This role will provide me with an opportunity to understand the intricacies of company networks and how they enable businesses to deliver products and services efficiently.

**My long-term objective is to reach the position of Network Architect**, where I can contribute to the design and optimization of networks on a higher level. I am confident that my journey, which combines formal education and hands-on experience, will lead me to this goal.

While I have some recent independent work experiences that are relevant to my field, I recognize the importance of gaining formal work experience within a professional environment. I am eager to prove my dedication, work ethic, and adaptability in a dynamic IT role, and I believe that [Company Name] is the perfect place for me to start this journey.

I look forward to discussing how I can contribute to your team at [Company Name]. Thank you for considering my application. Please find my resume attached for your reference. I am excited about the possibility of joining your organization and contributing to its success.

Sincerely,  
Sarbananda Taw

### Personal Info

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**Phone**  
+91 7086304773

**Address**  
Phagwara, Punjab, India

# Sarbananda Taw

## Tech Support

Recent college graduate with a Bachelor of Computer Application Degree specialising in Network and Security, actively pursuing an entry-level Tech Support position. Highly motivated to acquire practical experience in network system troubleshooting and support, while establishing a solid proficiency in network maintenance and administration. This role represents the initial step toward a career progression leading to becoming a Network Tech Support Specialist, Network Engineer, and ultimately realizing the long-term goal of assuming the position of Network Architect.

## Independent Work Experience

Oct 2023 - Oct 2023	<b>Guest</b> <i>BassDrop Records Studio, Noida, India</i> <a href="http://www.bassdroprecords.com/">www.bassdroprecords.com/</a> <ul style="list-style-type: none"><li>Identified a critical security vulnerability in the configuration of the Router in use</li><li>Reported the issue to the Manager of the Studio</li><li>Explained the possible consequences of the vulnerability</li><li>Patched the vulnerability</li></ul>
Oct 2023 - Oct 2023	<b>Customer</b> <i>Hornbill Restaurant, New Delhi, India</i> <a href="http://www.zomato.com/ncr/hornbill-safdarjung-new-delhi">www.zomato.com/ncr/hornbill-safdarjung-new-delhi</a> <ul style="list-style-type: none"><li>Identified a critical security vulnerability in the configuration of the Router in use</li><li>Reported the vulnerability by leaving a note and a follow-up via Email</li><li>Offered assistance in patching the vulnerability</li></ul>

## Education

2020 - 2023	<b>Network and Security, Bachelor of Computer Application</b> <i>Lovely Professional University, Jalandhar, India</i> <a href="http://www.lpu.in">www.lpu.in</a>
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## Projects

Jan 2023 - May 2023	<b>Web App Developer</b> <i>Review on Various Symmetric Encryption Algorithms</i> <a href="http://www.cutt.ly/CapstoneProjectApp">www.cutt.ly/CapstoneProjectApp</a> <ul style="list-style-type: none"><li>Engaged in developing a Review Paper by collaborating with team members</li><li>Worked with Algorithms such as Vernam Cipher, Feistel Cipher, and AES 128-bit Cipher</li><li>Developed a Web Application demonstrating the application of the said Encryption Algorithms</li></ul>
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## Certificates

Jan 2023	<b>Google IT Support Professional Certificate</b> <i>Google</i> <a href="https://www.coursera.org/share/384c189cb60952864c7bee0140952da2">www.coursera.org/share/384c189cb60952864c7bee0140952da2</a>
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## Personal Info

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<b>Address</b> Phagwara, Punjab, India

## Skills

Windows OS	★★★★★
Linux OS	★★★★★
Desktop Technical Support	★★★★★
Remote Technical Support	★★★★★
Network Troubleshooting	★★★★★

## Languages

English	★★★★★
Hindi	★★★★★
Assamese (Native)	★★★★★

## Hobby/Interest

- Play | Valorant
- Play | Clash of Clan
- Learn | Finance Literacy
- Learn | Self-Help Book