

# Job Application Communication Pack

## Full Cover Letter

Dear Hiring Manager,

I am writing to express my interest in IT Infrastructure and Microsoft 365 Specialist roles within your organization. With over 10 years of enterprise IT experience in the UAE, I bring hands-on expertise in Microsoft 365 administration, tenant migrations, Entra ID (Azure AD), Intune/MDM, Exchange Online, SharePoint/Teams governance, network security, and automation.

In my current role at Fort Energy Refining Middle East DMCC, I lead Microsoft 365 tenant migration activities, manage security and compliance configurations, implement Conditional Access and MFA, deploy Intune policies, and conduct structured security audits across users, workspaces, and endpoints. I have also designed Exchange Online backup workflows and introduced automation and AI-assisted troubleshooting to improve operational efficiency and documentation quality.

Previously at Alpha Data LLC, I supported enterprise IT infrastructure operations, administered Windows Server environments, configured FortiGate firewalls, managed LAN/WAN networks, monitoring tools, NAS storage, and ITSM ticketing to meet SLA-driven support requirements.

I am passionate about building secure, stable, and scalable IT environments while reducing manual workloads through automation and modern cloud practices. I would welcome the opportunity to contribute my skills to your organization and discuss how I can support your IT and cloud operations.

Please find my CV attached for your review. I would appreciate the opportunity to discuss this further.

Thank you for your time and consideration.

Warm regards,  
**Mohammad Azharuddin**  
Dubai, UAE  
Phone: +971 55 755 0081  
Email: m.azhar.la08@gmail.com

## Short Job Application Email

Dear Hiring Manager,

I would like to apply for the IT Infrastructure / Microsoft 365 Specialist role. I have 10+ years of UAE enterprise IT experience, specializing in Microsoft 365 administration, tenant migrations, Entra ID, Intune, Exchange Online, security compliance, network operations, and automation.

I have attached my CV for your review and would welcome the opportunity to discuss how I can contribute to your team.

Kind regards,  
**Mohammad Azharuddin**  
Phone: +971 55 755 0081  
Email: m.azhar.la08@gmail.com

## **WhatsApp Message**

Hi [Name],

Hope you are doing well.

I'm reaching out to share my profile for IT Infrastructure / Microsoft 365 Specialist opportunities. I have 10+ years of UAE enterprise IT experience in Microsoft 365, cloud security, tenant migrations, Intune, Entra ID, and automation.

I've attached my CV for your reference. Would appreciate if you could consider or refer me for suitable openings.

Thank you ■

**Mohammad Azharuddin**

+971 55 755 0081

## **LinkedIn Connection Request**

Hello [Name],

I'm an IT Infrastructure & Microsoft 365 Specialist based in Dubai with 10+ years of enterprise experience in cloud operations, security, and automation. I'd be happy to connect and stay in touch regarding IT and cloud opportunities.

Best regards,

**Mohammad Azharuddin**

## **LinkedIn About Section**

Senior IT Infrastructure & Microsoft 365 Specialist with 10+ years of enterprise experience in the UAE. I specialize in Microsoft 365 administration, tenant migrations, Entra ID (Azure AD), Intune/MDM, Exchange Online, SharePoint/Teams governance, network security, and IT automation.

I'm passionate about building secure, stable, and scalable cloud environments, reducing manual workloads through PowerShell automation and AI-assisted operations, and delivering reliable IT services aligned with business needs.

Currently open to opportunities in:

- Microsoft 365 Administration & Security
- Cloud & IT Infrastructure Operations
- IT Automation & Governance

Dubai, UAE | m.azhar.la08@gmail.com | +971 55 755 0081