**Relevance table:**

|  |  |  |
| --- | --- | --- |
| **Their needs** | **My Skills** | **My example** |
| 4 years of technical engineering experience using coding languages such as C, C++, C#, Java, JavaScript, or Python | I have more than 5 years of technical experience developing software solutions using C#, Java, JavaScript | Throughout my career I have worked in two different companies where I have used C#, Java, Python and JavaScript extensively. I was able to understand and make changes in large code bases. |
| Experience with cloud services | I’m a Microsoft Azure certified: developer associate and AWS certified solutions architect associate | 1. I have worked with multiple cloud service providers such as Microsoft Azure, AWS and to provide cloud solutions to business problems. 2. Once I used Azure functions and Azure logic apps to create a distributed solution for my client it reduced their infrastructure cost by 70%. |
| Software development best practices | I have been trained to follow industry’s best practices | I have been appreciated by managers often for writing clean code and following industries best practices such as writing unit testcases, checking code coverage, peer programming, fixing code smells, implemented appropriate design patterns wherever required. Due to this my teams always find it easier to understand and implement their changes on top of my code. |
| Scrum/Agile teams | Worked as part of agile team for about 5 years | I have worked in team which follows proper agile methodologies and conduct all the sprint ceremonies such as sprint planning, retrospective, sprint review, daily stand-ups. |

**Cover letter - LLM initial draft**

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Date]

Mr. Uvin Sandirigama

Hiring Manager

Microsoft Corporation

[Company Address]

[City, State, ZIP Code]

Dear Mr. Sandirigama,

I am writing to express my strong interest in the Senior Software Engineer position at Microsoft, as advertised on your company's careers page. With my extensive technical experience and proficiency in a range of coding languages, coupled with my expertise in cloud services and software development best practices, I am confident in my ability to make a meaningful contribution to your esteemed organization.

Over the course of my career, I have amassed more than 5 years of hands-on technical experience, predominantly utilizing C#, Java, and JavaScript to develop innovative software solutions. My ability to comprehend and modify complex code bases has allowed me to consistently deliver high-quality software products that meet both business and end-user needs effectively.

I bring a robust cloud computing background to the table, holding certifications as a Microsoft Azure Developer Associate and AWS Certified Solutions Architect Associate. My experience spans multiple cloud service providers, including Microsoft Azure and AWS, enabling me to craft comprehensive cloud solutions that optimize infrastructure costs. For instance, by leveraging Azure functions and Azure logic apps, I successfully engineered a distributed solution for a client, reducing their infrastructure expenditure by an impressive 70%.

One of my core strengths lies in adhering to software development best practices. I am dedicated to writing clean and maintainable code, consistently employing industry-standard practices such as unit testing, code coverage analysis, peer programming, code smell remediation, and the application of appropriate design patterns. My commitment to these principles ensures that my team members can readily comprehend and build upon my work, fostering a collaborative and efficient development environment.

Furthermore, my professional journey has seen me actively participate in agile teams for approximately 5 years. I am well-versed in agile methodologies and proficiently engage in sprint ceremonies such as sprint planning, retrospective, sprint review, and daily stand-ups. This experience enables me to seamlessly integrate into agile-driven development processes at Microsoft.

In closing, I am excited about the opportunity to contribute my technical expertise and passion for software engineering to the innovative projects undertaken by Microsoft. I am eager to further discuss how my skills align with your team's needs and contribute to your organization's continued success.

Thank you for considering my application. I look forward to the possibility of joining Microsoft and helping to drive technological advancements in the software engineering domain. Please feel free to contact me at [Your Email Address] or [Your Phone Number] to schedule an interview at your earliest convenience.

Sincerely,

[Your Name]

**Cover letter - your final draft**

Balaji Sukumaran

5572 Northridge Road

Halifax, NS BK3 5K2

19th September 2023

Mr. Uvin Sandirigama

Hiring Manager

Microsoft Corporation

Dear Mr. Sandirigama,

This is regarding your LinkedIn post about an opening at Microsoft for Senior software engineer role. Based on the job description, I believe that I would be a perfect fit for the role since I hold a bachelor's degree in computer science and have more than 5 years of experience using C#, Java, and JavaScript to develop software solutions.

Furthermore, I’m also a Microsoft Azure certified Developer Associate and AWS Certified Solutions Architect Associate and have experience working with multiple cloud service providers, enabling me to craft effective cloud solutions that optimize infrastructure costs. Once, I leveraged Azure functions and Azure Logic Apps and successfully engineered a distributed solution for my client, resulting in an 70% reduction in their infrastructure expenditure.

I am dedicated to writing clean and maintainable code, employing industry’s best practices, and applying appropriate design patterns. These principles ensure that my team members can readily build upon my work, fostering a collaborative development environment. Furthermore, I am well-versed in agile methodologies and have participated in all sprint ceremonies. This experience enables me to seamlessly integrate into agile-driven development processes at Microsoft.

I am excited about the opportunity to contribute my technical expertise and passion for software engineering to the innovative projects undertaken by Microsoft. I am eager to further discuss how my skills align with your team's needs and how I can contribute to your organization's continued success.

Thank you for considering my application. I look forward to the possibility of joining Microsoft.

Sincerely,

Balaji Sukumaran

[Enclosure: Resume]