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Hiring Manager

Maxim Agri

Naivasha, Kenya

RE: Application for Junior IT Officer Position

Dear Hiring Manager,

I am writing to express my interest in the Junior IT Officer position at Maxim Agri as advertised. I hold a Bachelor's degree in Mathematics and Computer Science and have one and a half years of experience in IT support, where I have developed strong technical and problem-solving skills.

In my previous role, I provided first-line technical support, troubleshooting hardware, software, and networking issues to ensure smooth daily operations. I have experience installing and configuring systems and applications, managing user accounts and access rights, and maintaining IT documentation. I am also familiar with Microsoft Office tools, operating systems, cloud-based platforms, and basic network management. My exposure to ERP systems and understanding of IT security principles further equip me to contribute effectively to your team.

I am highly organized, dependable, and committed to delivering timely support while maintaining high service standards. I am confident that my technical background and passion for IT operations make me a strong candidate for this role.

I would welcome the opportunity to contribute to Maxim Agri's continued success and support your IT infrastructure needs. I look forward to the possibility of discussing my application further.

Thank you for your time and consideration.

Yours sincerely,

Bruno Musamali