

**Mohammad Haarish Mansur**

Oshawa Ontario, L1J 8B8 | (416) 578-6529 | [haarishmansur7@gmail.com](mailto:haarishmansur7@gmail.com)

CAC Student Programs  
Central Agencies I&IT Cluster, Treasury Board Secretariat  
222 Jarvis St , 2nd Floor  
Toronto ON, M7A 0B6

January 19<sup>th</sup>, 2024

Dear TBS Recruitment Officer,

My name is Mohammad, and I am a second-year computer science student at Toronto Metropolitan University with a passion for web development and web systems. I am writing to express my profound interest in an opportunity to work within the Treasury Board Secretariat as a **Junior Web Developer Co-op (72183)** student starting in Toronto Ontario during the summer of 2024. I am eager to be a part of the Treasury Board Secretariat's mission of building the best public service in the world.

I came across this job posting on the co-op portal at my institution and immediately thought that I would be a great candidate for this position because I possess proficiency with the necessary skills outlined in the job description and I was inspired by the government's commitment to becoming a world leader in the realm of customer service. I believe that I would be able to accomplish all the required duties and demands of this position in a proficient and efficient manner. I am confident that my passion for web development and knowledge of web systems, level of education and volunteer experience would make me a prospective employee at the Treasury Board Secretariat.

Upon completing courses such as "Web Development Systems" and "Data Structures & Algorithms" at Toronto Metropolitan University, I gained a robust understanding of the process of creating comprehensive and efficient web applications from front-end to back-end. In addition to understanding the importance of often overlooked details such as user experience which, when appropriately focused on, can foster an excellent customer experience. As a teaching assistant at the LEAP Foundation, I developed exceptional time management and organizational skills by completing all my duties and consistently meeting deadlines throughout my volunteer career whilst maintaining my responsibilities as a student who completes course work on time. Furthermore, I displayed initiative by routinely communicating with organizations such as the Ontario Science Centre to organize extra-curricular events outside of my role for the enjoyment of my students and colleagues. During my career as a student and Toronto Metropolitan University, I gained a network of computer science students like myself through my interpersonal and strong communication skills which lead to further development of a personal AI project.

I am excited about the opportunity to bring my experience and skills to the Treasury Board Secretariat, and I am eager to make a meaningful contribution to your mission.

Please feel free to contact me at your convenience through my email address at **haarishmansur7@gmail.com** or phone number at **(416) 578-6529**.

Thank you for your time and consideration of my application. I hope to hear from you soon.

Sincerely,  
Mohammad Haarish Mansur