Date

To

\_\_\_\_\_\_\_\_\_ Contact Name

\_\_\_\_\_\_\_\_\_ Contact’s Job Title (Designation)

\_\_\_\_\_\_\_\_\_\_\_ Company Name

\_\_\_\_\_\_\_\_\_\_\_ Company Address

**Subject**: Request for the post of **“Software Development Consultant”**

Dear Sir,

It is with interest and enthusiasm that I respond to your job opening for the position of **“Software Development Consultant”** as published in \_\_\_\_\_\_\_\_\_\_ (newspaper/website).

This is **Md. Iqbal Hossain Shuvo** from Bangladesh& I would like to introduce myself & my achievements to get working scope in your company as **“Software Development Consultant”** thru this cover letter.

I strongly believe that my leadership style, communication skill, knowledge & 10+ years in the field of Software Development, Automation, System & process Development, Programming, Strategic planning & Infrastructure Management area etc. have made me enough confident to be a perfect candidate to apply for the post.

Presently, I am working as System Developer (Grade B1) in Foreign, Commonwealth and Development Office, UK from Jun’19 to till now. I am responsible to develop & support all system regarding UK development tracker & transparency data. Before that, I worked as System Developer (Grade B2) in same organization from Mar’13 to May’19. I had to interpret requirement document and technical designs and implementing the requirement. Here, I have developed IT equipment tracking system which enabled the managers to assign IT assets to the employees & track them around the world. Before that, I worked as Executive IT (IT APP, BSS & Billing) in Citycell Limited from Jun’12 to Mar’13. I had to Design & Develop customized module to lead the project on KPI Improvement business automation. I introduced software solution in Petty cash Handling and developed in house BI Solution which helps the management to take imp decisions. I also worked as Executive IT in Uttara Group of companies Ltd from Dec’10 to May’12 where I had to develop and maintain in-house software to support OSS and retail business.

I have completed M.Sc. in Computer Science & Engineering from Jahangirnagar University in 2016 and B.Sc. in Computer Science & Engineering from Khulna University in 2009. I have also participated in a number of trainings for personal & professional development.

I am convinced that my broad experience in my previous career field has equipped me with a strong set of valuable competencies that meet your needs. I am eager to combine my previous experience with my passion for new career fields in order to work hard and make a meaningful contribution to your organization.

I would welcome the opportunity for a personal interview to discuss all these issues with more details.

Sincerely yours,

**Md. Iqbal Hossain Shuvo**