



JESSE FELIX QUARTEY

jessefquartey@gmail.com | +233557524483 | bit.ly/jessequartey

Dear Sir/Madam

INTRODUCTORY LETTER

Growing up, I was always a versatile person from playing multiple musical instruments to partaking in several extracurricular activities. But I got settled when I started using photoshop. I was amazed by the vast applications of the software and also happened to be a lucrative hobby.

I started working after high school as a Graphics Designer and a Photographer at Noire Media, a small creative agency in my town. I enjoyed working there so much that I never miss a day at work and am always the last to leave the office. While in the university studying Geological Engineering, graphics design and photography was my side hustle and it really helped me raise funds for school and to support my parents.

In every environment I happen to be in, I try my best to use my creative and innovative way of doing things to help. When I was working in the Institute for Sustainable Energy and Environmental Solutions (ISEES), I was in the role of IT Manager as well as a Programs Officer in the WASH Department.

I have taken part in several research works, social media campaigns, proposal writing and even geochemical surveys but I am mostly identified as the IT guy. I think gaining the knowledge and concepts in designing and programming has helped achieve a lot professionally.

With these skill sets, I am confident that I can contribute immensely to the company whilst gaining more knowledge and experience from your highly skilled management and technical teams when offered this opportunity.

Thank you.

Yours Faithfully,

Jesse Felix Quartey