Barack Okumu Edmond,

P.O Box 97,

Meru,

31/01/2020.

Human Resource,

Alpha Grain Millers,

P.O Box 21140-00100,

NAIROBI.

Dear sir/madam,

RE: APPLICATION FOR INTERNSHIP.

I hereby write to you requesting for an opportunity to work as an intern in your company’s ICT department. Having graduate in bachelor of computer science I would to kick-start the journey of my career to develop and acquire more skills in my area of expertise.

I have good knowledge in web development which am passionate about. I can provide user support services and help where my help is needed by the users of the systems, maintenance of the PCs as well as network configurations to enable efficiency and reliability of the systems.

With the company’s set up and objectives, I know you provide the best environment in which I can build my career as I help the company achieve its mission and objectives. Please find my attached curriculum vitae and certificate.

Thank you in advance as look forward to hear from you and your considerations will be much appreciated.