

# COVER LETTER

15 February 2028

Ms Abby Tan  
Head of Human Resource Department  
Grab APAC Campus  
88 Seletar Gateway, 09-01  
Singapore 548888

**RE: Application for Cybersecurity Analyst (Job Ref No. 50003)**

Dear Ms Abby Tan,

I am writing to express my strong interest in the Cybersecurity Analyst position at Grab. I am a motivated cybersecurity graduate with a defensive mindset, eager to contribute to the fast-paced security environment that protects millions of Grab users daily.

My resume outlines my technical proficiency with tools like Nmap and Wireshark, but what it cannot capture is the mindset I bring to defense. During my time as a member of the Board Games Club at Nanyang Polytechnic, I learned that winning requires anticipating an opponent's moves three steps ahead. I apply this same strategic thinking to cybersecurity. I don't just look at alerts as errors to be fixed; I view them as moves in a larger game, constantly asking, "If I were the attacker, what would I do next?" This curiosity drives me to investigate the context of a vulnerability, not just its code.

This strategic approach is backed by the operational discipline I gained during my IT Support internship. I learned early on that security policies are useless if they hinder the business. My experience balancing strict patching protocols with user efficiency taught me how to communicate security needs with empathy – a soft skill I know is vital for a fast-moving company like Grab.

I am eager to bring my "Hunger" for learning and my commitment to "Honor" to your security operations center. I would welcome the opportunity to discuss how my background in strategy and support makes me a unique fit for your team.

Thank you for your time and consideration.

Yours sincerely,  
Koh Le Jie



# KOH LE JIE

CYBERSECURITY STUDENT, NANYANG  
POLYTECHNIC

## CONTACT

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☎ +65 8777 6993

🌐 My Portfolio Website

🌐 LinkedIn Profile

## SKILLS

- Enterprise networking
- Security monitoring  
(Log/Alert Review)
- System administration
- Windows/Linux  
fundamentals
- Web development  
fundamentals: Flask,  
HTML/CSS
- Cloud fundamentals  
(AWS/Azure/GCP)
- Problem Solving
- Detail-Oriented

## CERTIFICATIONS

- Fortinet NSE 1-3 (Network  
Security Associate)
- Fortinet Information Security  
Awareness
- Cisco NetAcad: Intro to  
Cybersecurity, Cybersecurity  
Essentials



## EXECUTIVE SUMMARY

Motivated cybersecurity graduate focused on security monitoring, incident response support, and vulnerability assessment. Hands-on project experience in vulnerability scanning (Nmap/OpenVAS) and incident investigation (Wireshark, Sguil, Kibana). Detail-oriented with strong documentation habits and a careful approach to validating findings before escalation.



## WORK EXPERIENCE

### Income Insurance Limited (Internship)

SEP 2023 - APR 2024

#### IT Support Specialist

- Imaged and set up desktops/laptops (OS cloning + device configuration)
- Applied company endpoint policies and standard security settings.
- Managed device inventory and tracked issuance/returns to maintain accurate asset records.
- Provided IT support for company and BYOD devices (troubleshooting + escalation).
- Performed remote support for patching, software installs, and issue resolution.



## PROJECTS

### Virtual Server Vulnerability Assessment (Nmap + OpenVAS)

- Conducted a vulnerability assessment on two Linux VMs simulating a small enterprise environment using Nmap and OpenVAS.
- Identified 18 vulnerabilities, mapped CVEs by severity, and recommended prioritised mitigation actions for remediation.

### Network Forensics & Ransomware Analysis

- Investigated a CryptoWall ransomware incident by analysing network traffic and logs with Wireshark, Sguil, and Kibana
- Reconstructed the attack timeline, identified key IOCs, and proposed defensive controls such as segmentation and patching.

### Web Development: Story & Memory Management (Flask, SQLite)

- Built a Flask-based CRUD web application to manage stories and user interactions using SQLite.
- Implemented validation and error handling to ensure data integrity and improve user experience.

## LANGUAGES

- English (Native)
- Chinese (Conversational)



## EDUCATION

<b>Nanyang Polytechnic</b> Diploma in Cybersecurity	<b>2025 - 2028</b>
<b>ITE COLLEGE CENTRE</b> Higher Nitec, Cyber & Network Security   <b>GPA: 4.0</b>	<b>2022-2024</b>
<b>Deyi Secondary School</b> GCE N-Level (Normal Technical)   <b>Aggregate: 5</b>	<b>2018-2021</b>



## AWARDS

<b>Outstanding Graduate Award - ITE College Central (2025)</b> Higher Nitec, Cyber & Network Security
<b>ST Engineering Book Prize - ITE College Central (2025)</b> Higher Nitec, Cyber & Network Security
<b>Silver Course Medal - ITE College Central (2025)</b> Higher Nitec, Cyber & Network Security
<b>Director's List (Top 10%) - ITE College Central (2022-2024)</b> Higher Nitec, Cyber & Network Security
<b>Edusave Skills Award - MOE (2024)</b> Higher Nitec, Cyber & Network Security
<b>Academic Award - Deyi Secondary School (2021)</b> GCE N-Level (Normal Technical)



## CO-CURRICULAR ACTIVITIES & LEADERSHIP

<b>Board Games Club Member - Nanyang Polytechnic (2025-2028)</b> Participated in student bonding sessions through group board game activities and collaboration with peers.
<b>Class Vice-Chairmen - Deyi Secondary School (2019-2020)</b> Assisted in managing class affairs and organizing student bonding activities events.
<b>Class IT Representative - Deyi Secondary School (2018-2021)</b> Provided first-level technical support for classroom AV systems and ensured proper handling of IT assets daily.
<b>Dragon Boat Member - Deyi Secondary School (2018 - 2021)</b> Demonstrated physical resilience and teamwork through intensive weekly training sessions and competitions