

Dear Officer:

My name is Junwei Zhao. I'm a second year master student in Rutgers. My major is Electrical and Computer Engineering. I recently learned about the Analyst of Institutional Clients Group(ICG) at Citi Bank and would like to be considered for this position.

I am aware ICG program is seeking for people who have excellent programming and communication skill to work as a bridge between Application team and Product support team. With your goal, I feel my experience of projects and internships will enable me to help. Some of my key strength include: 1) strong programming ability(C++,C#, Mysql,PL/SQL,SQL,PHP,HTML); 2) Familiar with software development; 3)good at requirement specification, UML Modeling, report writing;3)strong Database Skills ;4)familiar with asp.net.

I would like the opportunity to meet with you and discuss my qualifications in greater detail, I will follow up with you in two weeks to check on the status of application. Thank you in advance for your consideration.

Sincerely,  
Junwei Zhao