

House No. D1061/62  
Abra Street Hussaini  
Road, Sukkur

Manager HR,  
Bestway Cement Limited

Dear HR Manager:

With this letter and attached CV, I would like to apply for the position of Internee Electrical Engineer at your company. I am a fresh graduate and recently done my bachelor's in electrical engineering from Sukkur IBA University and my area of specialization is Power.

I have good academic records and also have good knowledge of Electrical Engineering field as well. I performed six weeks internship at Sukkur Electric Power Company (SEPCO) in Protection and Instrument Department which enhanced my technical skills and knowledge about the Electrical Power equipment's, their installation and testing. Apart from engineering, I am also good at verbal and written communication, management skills, and also have excellent knowledge about Microsoft Word, Excel and Power point

The qualification listed in the Job description appears suitable for my skill set. I understand that through this position, I will need to demonstrate versatility to accomplish the given tasks. Ultimately, my profound work ethic and diverse capabilities will prove instrumental in my role as an internee engineer.

I would welcome the opportunity to further discuss my skills and this position. Given my high level of interest in this role I am excited to provide additional details as needed. For additional details, please contact me by email [salmanmurtaza09@gmail.com](mailto:salmanmurtaza09@gmail.com) or by phone +923368267397.

Sincerely,  
Salman Murtaza

Attachment (1)

# Salman Murtaza

s/o Ghulam Murtaza

Address: House# D1061/62 Abra Street Hussaini Road Sukkur, Pakistan  
Contact No: +92-3368267397  
E-Mail: salmanmurtaza09@gmail.com  
CNIC: 45504-4156271-7  
Date of Birth: 23 June, 1995  
Marital Status: Single  
Languages: English, Urdu, Punjabi, Sindhi



## Career Objective

Seeking to work in the field of Electrical Power System in a well-established and growing organization to contribute to its growth and attain personal goals.

## Education

- **Bachelor of Electrical Engineering:**  
Sukkur IBA University (3.06 CGPA), Sukkur.  
Graduated August 2018.
- **Intermediate:**  
Pre-Engineering (Grade B), Board of intermediate Education Sukkur,  
Islamia science college Sukkur, 2011-2008.
- **Matriculation:**  
Science group (Grade A), Board of Secondary Education Sukkur,  
Saint Mary's High School Sukkur, 2011.

## Practical Exposure

- 12-June 2018—24-July-2018 **Six week Internship at SEPCO Sukkur .**  
Worked with the **SEPCO at Protection and Instrument department** as an internee and performed various activities as required by the organization.

## Projects Undertaken

- Wireless Power Transfer for Electrical Vehicle Charging [**Final Year Project in process**]
- Report on Wind Power Generation on Highway [**Report**]
- Primary and Secondary Distribution of Electrical System Using DTOC Relay [**MATLAB**]
- Security System for Bank Locker Room [ **Hardware Project**]
- RC Car controlling using mobile [ **Hardware Project**]

## Technical Skills

- **Software Commands:** Multisim, Pspice, MATLAB (Simulink), Lab VIEW, Microsoft Office
- Designing of electrical circuit

## Personal Skills

- Individual and team working skills
- Cooperative and Multi-cultural Person
- Team player with positive Attitude
- Capability to perform under Pressure

## Languages

- English, Urdu, Punjabi (Mother Tongue), Sindhi

## Personal Summary

- Fresh Graduate, Male, 23, Unmarried, Islam

## Interest:

- Traveling, Football, Cricket and reading books.

## References:

- Will be provided on demand.