**COVER LETTER**

The HR Manager ,  
IBM ,  
Hyderabad  
  
Sub: Cover Letter for Associate System Engineer.  
  
Dear Sir/ Madam,  
  
I am writing in response to your job notification for the position of Software Developer on ABC site.   
  
I am a B.Tech. in Electronics and Communications with an aggregate of 71.65% marks.  
  
I have good knowledge of programming languages like C, Java .  
  
 I’m compatible on working various operating systems like Linux, windows, etc.  
  
**Some of my personal qualities which you may find useful for this role are:**   
  
- Ability to learn quickly coupled with innovative ideas for problem solving  
  
- Ability to work in a team with strong communication skills  
  
- Hardworking and sincere towards work with an ability to take directions  
  
Please find my detailed CV for your consideration. Should you need any more details, please do let me know.   
Thanking you for your time and looking forward to hear from you.  
  
Sincerely  
  
PENCHALAIAH GAJANA  
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+91-9052128203