16 September, 2020

Abdul Azad, CEO  
ABC IT Management Ltd.  
Green Road, Kolabagan  
Dhaka, Bangladesh  
ceo.abcit@gmail.com

Subject: Application for the post of Assistant IT Managers.

Dear Mr. Abdul Azad,

I’m excited to submit my application for the Assistant IT Managers position at ABC IT Management Ltd. I saw listed on Bdjobs.com with a B.Sc. in Computer Science and over a year of hands-on experience building and testing website for Windows and Linux, I’m confident that I’d be a strong addition to your team.

While working as a web developer intern at “Datasoft Ltd”, I gained substantial experience identifying and fixing bugs for making a website, as well as coding in Python, Html, CSS, JavaScript and Django — all skills I’m confident would be useful at “ABC IT Management Ltd”. Additionally, I updated my knowledge of Django to help developing a productive website for your company or your company’s customers.

Before working at “Datasoft Ltd” I was a web development intern at “Edusoft”, where I was primarily responsible for fixing bugs, implementing UI enhancements, maintaining pages via Word Press, and using PHP, Larval framework to build and enhance web pages.

Interning both of this two company “Datasoft Ltd” and “Edusoft” I demonstrated my ability to hit deadlines, maintain strong attention to detail and I have gained huge experience, learned many critical things which provided me the opportunity to put my coding knowledge to work developing and testing products for the marketplace. I’m confident my skills will be put to good use at “ABC IT Management Ltd”, and I look forward to speaking with you further about the “Assistant IT Managers” position.

For your convenience, I’ve attached a resume that further outlines my relevant skill set, accomplishments and experience. Thank you for your consideration, and I look forward to hearing from you soon. For further queries you can send a mail at salamahmed@gmail.com

Sincerely,

Signature

Salam Ahmed