Shamsuddeen Sadisu

PN: 101080

No 19 Dabban Road U/Sanusi Kaduna

07031832890

Date: 02/02/2022

The Director

Human Resource Management (HRM)

NIPOST Corporate Headquarters Abuja.

Through

The Head I.C.T

Kaduna State.

Dear Sir,

**Application for Digital Government Services Unit (officer I. GL 09) position**

I write in respect of the above subject matter, as advertise internally. I am a graduate of computer science from Bayero University Kano (BUK), a dynamic and result driven enthusiast with good system analysis, numerical analysis and web development skills. I believe my experience, academic skills and training in computer science field will make me a better candidate for this job.

When I joined this organization four years ago as an ICT officer (Program Analyst II), I brought three years of experience in teaching Microsoft office suits to senior secondary school student. Since then I have gained experience on training staffs and providing support services to counter and mails staff on the organization’s application packages such as integrated postal management system (IPMS), International postal system (IPS) and Customs declaration system (CDS). Over the years, I have acquired experience as coordinator Address verification system (AVS) in the former Kaduna Zone when it was first lunch by the organization in 2018.

During my four years in the organization, I have developed strong communication, problem-solving, data analysis and management skills. I believe these skills, combined with my past experience and deep knowledge of the organization, would allow me to contribute substantially to the development of the unit.

I look forward to an opportunity for interview to discuss more about my experience, expertise and skills as they relate to this job opening.

Attached is my resume. Thank you.

Yours sincerely

Shamsuddeen sadisu