Systems Made Simple  
8521 Leesburg Pike, Suite 600  
Vienna, VA 22182

To whom it may concern:

This letter and attached resume serves as an application for the job of Test Engineer listed on Systems Made Simple’s website (Tracking Code 794-684C) I am an IT professional with a combined 2 and ½ years of experience in both intern and paid technical IT positions. I am also a recent graduate of Strayer University having earned my Master’s Degree in Information Systems with a GPA of 4.0.

Most recently, I wrapped up my Technical Consultant contract task with the USDA through Blackstone Technology Group. Currently I serve as a (volunteer) Business Analyst/Web Developer for the Non-Profit Organization Hope One Source (www.hopeonesources.org), as well as a volunteer Web Administrator for the Sikh Foundation of Virginia.

I am tremendously interested in this Test Engineer position. Looking at the job requirements, I believe I can efficiently and effectively perform the duties in a team oriented, proactive manner. I work in a cooperative manner and have always put the mission first. For example, while working for Blackstone Technology Group, on a consistent basis, I met with our client (USDA) representing Blackstone Technology Group. I engaged the client to make sure their requirements were understood and their suggestions were implemented. Once the changes were made, I had conducted different testing strategies to ensure it meets the client’s expectations. I completed all tasks within the specified deadlines and was personally responsible to present our final deliverables.

For your reference I am attaching my resume, which demonstrates that my qualifications thoroughly map to the tasks for this position. My goal is not to meet your expectations, but to exceed your expectations, and therefore please consider my resume for this position. I am available to meet with you per your convenience and welcome to opportunity to discuss my qualifications in more detail.

Sincerely,

Shaan Taneja