

Dear Hiring Manager,

Application for the post of System Admin or IT support or IT help desk or Sr. Executive-IT or IT in-charge.

I believe that my work experience and skills would be an asset to your company's IT division. My experience in IT support is wide and varied, including troubleshooting (on and off site), installing software and configuring desktops. I have also provided IT help desk support and have developed excellent interpersonal skill as a result. I am particularly skilled in explaining technical issues to people with little or no IT expertise.

The IT support industry is an exciting one to be in and I am dedicated to keeping up-to-date with developments to benefit my employer, my customers and me. I am able to thrive in a fast paced working environment and to work to set targets. My problem solving abilities are first rate.

I believe that I am ideally suited to your company and am keen to attend for interview.

Please contact me on **+91 8660258009**, **+91 9740032052** or at bmp.odasingh@gmail.com if you require any additional information.

Thank you for your time

A handwritten signature in blue ink, appearing to read 'Biswa Mohan Pradhan', with a long vertical stroke extending downwards from the bottom of the signature.

Yours sincerely
Biswa Mohan Pradhan