

Date: **November 01, 2017**

To  
The Head of HR & Administration.  
Stuff India  
Sylhet.

Subject: Application for the post of **IT Executive**.

Dear Sir,

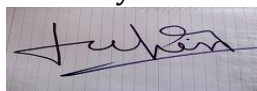
I am writing concerning a suitable position in **IT Executive** with your organization. I have a particular interest in working for your organization and would appreciate being considered as a candidate for employment. I feel I can make a positive contribution to your company.

I have completed **B.Sc. in CSE (Computer Science & Engineering)** at **BGC Trust University Bangladesh**, Chittagong. Skilled in System Administrator, Microsoft Officer program. LAN, WAN and IP knowledge. I work effectively under pressure and handle my time efficiently. I have developed excellent communication skills through my supervisory experience and campus leadership roles.

I am confident that I am a good candidate for the position you are requiring, so I would like it very much to have an opportunity to further discuss with you regarding your offer at Stuff India.

My **Curriculum Vitae** with photo are attached. I appreciate your consideration of my credentials. If I can provide you with additional information, please let me know. You can reach me by email at [tuhincse507@gmail.com](mailto:tuhincse507@gmail.com) or by phone at **+8801912016862**. I look forward to discussing my qualifications with you in person.

Sincerely



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(Md Saiful Islam Tuhin)

**Enclosures:**

Curriculum Vitae with Photo