**Charlotte Anderson**

SYSTEM ENGINEER

# Company name here Street address here City, State

**Zip code**

TO WHOM IT MAY CONCERN

# May, 2019

HELLO,

I would like to take this liberty of applying for a Systems Engineer position at KY Solutions Ltd. This unsolicited cover letter is to show my deep interest to work in your company and join the team that is renowned in the corporate industry.

It has been 8 years since I came into this field after possessing a computer engineer- ing degree. From my early school days, I had a knack in playing with complex num- bers and formula. I always enjoyed decoding numerical puzzles and getting into the systems management of any electronic device.

Some of the experience that I would like to mention here is designing and managing smooth operation of computer systems, troubleshooting software and hardware-re- lated problems, attending client’s complex systems requirements, streamlining working parameters, and laying out systems specifications. Further, I do my work in a responsible manner leaving no scope of complaints from superiors and employees. My exceptional written and verbal communication skills help in understanding cli- ent’s requirements, and defining work concepts.

I have experience in installing all types of servers, take a backup, maintain and secure with a password. I can be work with no supervision in managing your IT sys- tems. I am sure that you will take my application seriously and will consider me. Can I call you next Monday for an appointment? Thank you for your time.

# Yours sincerely, Charlotte Anderson

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