30th November 2014

The Manager

Human Resources & Development Division

Summit Communications Limited

Summit Centre, 18 Karwan Bazar Commercial Area

Tel: +880-2-8189573-5

E-mail: info@summitcommunicatons.net

Sub: **Applying for the Position of “Assistant Engineer”**

Dear Sir,

Throughout my professional career, I have consistently driven myself to meet new challenges and achieve goals, and it is within this type of results-oriented environment that I particularly excel. It is exactly these qualities attract me to a highly competitive and exciting career in Information & Communication Technology, and in particular, Summit Communications Limited as an industry leader that can provide both the challenge and opportunity I am seeking. My qualifications for the Assistant Engineer position include:

* Experienced in Customer handling, Network Monitoring, Troubleshooting, Maintenance, Reporting and Documentation based on regular observations.
* Cisco Certified Network Associate (Routing & Switching).
* Have a good knowledge of Networking and the Core Devices (Router, Switch etc.) configuration with practical experience.

I look forward to the opportunity to meet with you to discuss how I might become a beneficial member of your team as an Assistant Engineer. Thank you for your time and consideration.

Sincerely,

Pranoy Majumder

Cell: +8801611519750