

Praveen Kumar Sharma



9 October 2019

To Whom It May Concern

Dear Sir,

I am interested in a summer internship with Most Desirable Organization. Currently I am a student at Delhi Technological University majoring in Computer Engineering, and I would very much appreciate an opportunity to further my skills in Software Developer. Most Desirable Organization has an excellent reputation for its work in Computer Engineering, and I am confident that my academic background and personal experience could be beneficial to your work environment.

Please allow me to highlight my key skills:

- *able to effectively manage my time through careful planning and organization of work activities*
- *an aptitude for identifying and resolving problems efficiently*
- *proven ability to make sound decisions based on valid information*
- *the capacity to learn and and apply new information quickly and accurately*


I gained valuable experience till now. I also learned to think on my feet. These skills will help me work with others in Most Desirable Organization, as well as provide excellent service for your customers. In addition, from being involved with many extracurricular groups during both high school and college, and maintaining solid grades at the same time, I know that I can handle multiple responsibilities and successfully meet deadlines.

My background and experience, combined with my eagerness to learn more about Software Developer, will allow me to contribute to Most Desirable Organization. I would greatly appreciate an opportunity to meet you in person to discuss internship opportunities. Please feel free to call me at 9718143735 or email me at dce.pks@gmail.com.

Thank you very much for your time and consideration. I look forward to hearing from you soon.

Sincerely,
Praveen Kumar Sharma

Contact

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