

## IT systems administrator cover letter example

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Dear Sir/ Madam,

I was interested in your advertised role for a IT systems administrator, and would like to be considered by you for this role. I studied Information Technology at University, and ever since I have worked in administrating systems. I have developed vast experience of a wide range of systems in my career so far. I have also worked for a wide range of different clients.

I am an excellent worker with good knowledge of the subject area and excellent technical skills to make everything run smoothly. I keep my self up to date on a regular basis with new developments in the industry. As I am extremely interested in this area, I believe that my enthusiasm shows a lot in the work that I do. I have excellent communication skills that allow me to relate well to other colleagues and clients.

I am particularly interested in working for your company as it has an excellent reputation, and I would like to boost my career in this environment, and benefit from working on the excellent systems you have in place.

I attach my CV for your kind consideration, and look forward to hearing further.

Please note that I am immediately available to start, and can also be called at anytime for an interview.

Yours sincerely,

Your name

Your Address

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