**Sample Letter of intent for employment**

Martin Richards

North Central Avenue,

Phoenix, AZ 85004

To,

Stephanie Aleman

HR Manager

Best IT

Phoenix, AZ

Reference: This is being written as a response to the employment news regarding vacancy for Network Administrators in Best IT, Phoenix, AZ.

Respected Madam,

I am a professional in Computer Science and have worked in prominent Organizations such as Cisco. I have a total of four years of experience in the industry. I have experience in the following features: CCNP, CCNA, EIGRP, DMVPN, MPLS, OSPF, NAT, all the router models and the ASA 5500 series of Cisco.

I am confident of my abilities and after going through your advertisement I feel that I fulfill the requirement criteria associated with the organization. I am confident of utilizing my abilities to the maximum while working as part of your organization. My CV has been included with this. References are available on request.

Thanking You,

Yours Faithfully,

Martin Richards