**(Manager’s Name)**

**HR Manager**

**Company Name**

**Company Address**

**Date**

**Dear Mr. /Mrs. /Ms. (Manager’s Name)**

This email is in regards to my interest in applying for the POSITION position recently posted through WEBSITE website. With my skill-set and competencies I am more than able to investigate several forensic examination processes and monitor security systems for multiple fortune 500 companies.

While pursuing an Associate Degree in Information Security and Digital Forensics from Trident Community College, I have developed skills in reverse engineering, computer forensics, networking and information security. This knowledge has enabled me to operate in Windows and Linux platforms and master multiple security principles.

I started my career as an Information Security Intern with Chicago Government in May 20XX. Working under the direction of senior members, I monitored the overall security of the system and investigated likely loopholes. Utilizing my academic and professional knowledge, I dedicated two years with Technology Smart while working in the capacity of Network Operations Center Monitoring Technician.

Here I gained an opportunity to work in a Datacenter environment, improve existing documentation systems and implement stringent measures to improve the overall network security.

I currently work as a Security Operations Center Security Analyst with Security Professionals Inc., where I have been able to further strengthen my technical acumen.

I have attached my resume highlighting my academic and professional skills and look forward to hearing from you in due course.

**Yours sincerely**

**Name**

**Address**

**T: Phone number**

**E: email address**