**Jenny Austin  
Telecommunications Analyst**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@example.comhorizontal line

4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to express my interest in the position of Telecommunications Analyst at [Company Name]. With 10+ years of experience in the telecom industry, I am confident that my background and technical acumen make me an ideal fit for this role.

I have an extensive background in telecommunications, with experience in developing, managing, and maintaining networks and systems. I possess a deep understanding of the telecom space, along with the necessary technical skills to ensure the successful implementation of new technologies and the maintenance of existing systems. In my current position, I am responsible for the implementation, support and optimization of the company’s voice, data and video systems. I have also developed detailed testing plans to ensure the quality of deployed solutions.

I am also highly organized and able to prioritize tasks effectively in order to meet tight deadlines. Additionally, I am an excellent communicator, able to work with technical and non- technical personnel alike. I have a proven record of consistently delivering successful projects on time and within budget.

I am excited at the prospect of contributing to [Company Name] and believe I am an ideal candidate for the position. I have attached my resume for your review and I look forward to discussing my qualifications further in an interview.

Thank you for considering my application. I look forward to learning more about this position and am excited to discuss how I could be a valuable asset to your team.

Sincerely,

**Your Name**horizontal line