**Robert Smith**

**Quality Assurance Tester**

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

Upon knowing about the vacancy for Quality Assurance Tester, I hastened to submit a job application to suggest my candidacy for the same. As a highly skilled and dedicated professional, I gained proficiency in conducting quality tests and gained familiarity with a variety of software development, along with identifying and solving major bugs and issues.

I have a degree in Computer Science from \*\*\* University with a 9.1 CGPA and have been working as a Quality Assurance Tester for the past three years at \*\*\*. I have experience working both in a manual and automated testing environment, and I am familiar with a variety of software methodologies and applications. I am also proficient in understanding correctly the testing process and looking for problems that hinder product performance. My other accountabilities include –

* Gained extensive experience in all aspects of the QA Process.
* Strong understanding of both the theoretical and practical aspects of software quality assurance.
* Working with a variety of software applications including MS Office, Abode Creative Suite, and various web-based applications.
* Utilizing my vast knowledge to verify, validate, and solve software issues and bugs, through regression, acceptance, and performance testing as a QA associate with \*\*\*
* Uncovering and reporting all bugs and other issues.
* My excellent problem-solving and analytical skills earned me recognition among my peers and clients.

My intense knowledge of quality audits and performance testing, along with my commitment to improving quality assurance and validation through meticulous testing will surely contribute immensely to the success of your team.

I would like to thank you for your valuable time and attention. Please go through my enclosed resume to get an insight into my educational qualifications and work achievements in my professional journey. I look forward to meeting you in person at your soonest convenience.

Sincerely,

[Your Name]