

Dear Sir/ Madam,

I came across the job vacancy add in the newspaper and would like to apply for the same. As per the job requirement, it is stated that you need someone knows computers and is tech-savvy. This is to let you know, I have a couple of friends who own computers, I have seen one. And I own a television set at home with a cellphone which should deem I am tech-savvy enough for this job role.

Kindly let me know when I can walk in for the interview or if I am directly selected for the job.

Thanking you.

Yours faithfully,

(Your name)

(Your address)

(Your contact information)