## Rakhi R

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## Hi,

Application for the role of Project Leader

I hold a Master's degree in Software Engineering from Birla Institute of Technology & Science, India.

With more than 11 years working in Software Testing, I have experience of testing different phases in software lifecycle and in creating testing strategies for a wide range of software products. My current day-to-day responsibilities include team handling, coordinating tasks, conducting meetings, preparing status updates/reports, reporting problems, bug fix verification and writing test plan, test cases and testing software products.

I am proficient in planning the stages that are needed to meet the client's requirements and communicate the milestones accordingly.

Please find enclosed my CV which shows my skills and experience in detail. If you have any questions, please do not hesitate to contact me and I will be happy to provide any further details that you may require.

Thank you for taking the time to read my letter and CV.

Sincerely,

Rakhi R