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Mr. Ellis Vargas
Hiring Manager
WiseGameBooster

Dear Mr. Vargas,

I am writing to express my sincere interest in the **Senior Executive Assistant** position at **WiseGameBooster**.

With over five years of experience providing executive-level support to senior leaders, I am confident that my skills and dedication will contribute meaningfully to your team's success.

In my previous role at **OptimaTech Solutions**, I managed complex executive schedules, coordinated international travel, and prepared high-level reports and presentations.

I also implemented a digital filing system that reduced document retrieval time by 50%, streamlining internal operations.

These achievements reflect my strong organisational skills, attention to detail, and ability to thrive under pressure.

What excites me most about joining WiseGameBooster is your commitment to innovation in the gaming industry. I am particularly drawn to your forward-thinking culture and global impact.

I am confident that my experience supporting fast-paced executive teams, combined with my interest in technology and operations, makes me a strong fit for this role.

I take pride in my professionalism, discretion, and ability to work with stakeholders at all levels. I believe in creating systems that make executives more efficient and in contributing to a positive, well-structured work environment.

My passion lies in ensuring that those I support can focus fully on strategy, innovation, and growth.

Thank you for considering my application. I would appreciate the opportunity to further discuss how my background aligns with your team's needs.

I look forward to contributing to WiseGameBooster's continued growth and excellence.

Warm regards,
Tunde B. Akinyemi