



# CARLOS BURGESS

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11/29/2017

Recipient

Title

Company

Street Address

City, ST ZIP Code

Dear Recipient/Viewer:

You may be wondering why a former Electronic/Instrumentation Service Technician with 16 experience is applying for this position. If so, please take a moment to review my qualifications. You'll see that I have the required skills to transition into this new role. I am ready for this career change and guarantee that my work will exceed your expectations. Here is how my experience and skills meet your requirements:

I'm a self-starter. In my past experiences as a technician I had to initiate the tasks to get projects done within a specified deadline. I do whatever is necessary with minimal supervision, within the parameters of the job, and with the determined focus to get the project done. My persistence to overcome obstacles that may come about in the process is what you'll notice when you have me as an employee.

Moreover, I have an undying passion for art and design. This job is "work" but it won't feel like work to me because its apart of who I am. I try to design things that are aesthetically pleasing to the eye as well as making it neat, orderly, and purposeful.

I also feel that my military experiences and values that helped shaped me as a young man will be a benefit for you. As a soldier I developed a leadership style that was built on training and developing young troops to be more knowledgeable of there duties and continue to strive to be better people by doing things the right way all the time regardless of who's watching (supervisor, manager, owner, CEO).

Furthermore, in conjunction to my military career and my technician career, I have developed strong troubleshooting skills that I know will transfer seamlessly as a web developer. Web optimization and performance improvements, and loading issues will be a challenge that I'm sure I will overcome. The tools may be different, but the problem solving aspect I feel will not overwhelm me.

After reading this letter and seeing my page, I would like to discuss the opportunity of being apart of your company/organization. Please feel free to contact me anytime, and thank you for coming to my site.



Sincerely,

Carlos Burgess