1801 S 10th Ave

Yakima, WA 98902

(509) 834-9098

saulmendoza509@gmail.com

11/12/19

655 S. Orcas Street, Suite 200

Seattle, WA 98108

To whom it may concern,

My name is Saul Mendoza, I’m a student at Perry Technical Institute studying Information Technology and Communication Systems. This letter is regarding IT Technician position in Seattle, WA for Z Networks IT Support and Services. I found this position on the craigslist website.

As a self-motivated student with experience in IT I’m able to be flexible when faced with challenges. If faced with a device that isn’t working properly my troubleshooting skills allow me to narrow the possible issues to provide a fix. My own personal interest in technology allows me to stay up to date in an ever-changing industry. I have also been the personal IT technician at my parent’s daycare since I was in high school, because of this I thought a career in IT would suit me and I joined the ITCS program at Perry Technical Institute.

Since the position is based out of the Seattle area, it would be a great opportunity for me to finally move to Seattle. It has been a goal of mine to live and work in the Seattle area. The area provides a lot of outside interests for me with it being a large city. The position would be a good fit for me because I enjoy working on and solving problems. The wide variety of tasks available to perform would mean I'd get to apply many of my skills which I enjoy.

Thank you for my consideration in the IT Technician at Z Networks IT Support and Services. I hope to speak again soon. I can be contacted at saulmendoza509@gmail.com or (509) 834 – 9098 with any questions or requests.

With Regards, Saul Mendoza

**Saul Mendoza**

(509) 834-9098 | saulmendoza509@gmail.com

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**Profile**

A dedicated, motivated student seeking to enter a position to expand and put skills into action to contribute to the company. Studied Information Technology and Communication Systems where I expanded my knowledge of IT systems and strong soft skills such as written/verbal communication, documentation, and time management.

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**Skills & Abilities**

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| --- | --- |
| * Managing Microsoft Windows Server 2012 R2 GUI & Server Core | * Assembly and repair of computers and printers |
| * Team-oriented, Collaborative | * Experienced with Windows 8, 8.1, and 10 |
| * Basic knowledge of Ubuntu and Linux | * PBX digital/analog phone programming |
| * LAN/WAN administration on Cisco switches and routers | * Creation and management of VMs |
| * Strong troubleshooting skills | * Bilingual |

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**Education**

Perry Technical Institute January 2018 –December 2019

Information Technology and Communication Systems

Associates Degree of Applied Science

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**Experience**

Janitor, La Salle High School, Yakima WA June – August 2016

Worked Independently and as a team to complete tasks in a timely manner with minimal supervision. Waxing, mopping, and sweeping floors. Disposing of trash across campus. Washing windows.