

## **COVER LETTER**

**Dimas Adi Saputro**

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Dear Mr. / Mrs. Leader

On the Spot

Respectfully,

I am the undersigned:

**Name:** Dimas Adi Saputro

**Age:** 26 years old

**Education:** S1 Information Systems, Bina Sarana Informatics University

**Gender:** Male

Through this letter, I would like to submit a job application at the company that you lead for the position

Based on my background and competence, especially in the IT and network fields.

I have 6 years of work experience **as an IT Support/FO/LAN Network Technician**, with main expertise in the field of network maintenance and troubleshooting. In addition, I have also undergone a **3-month internship program as a Helpdesk Area**, where I am in charge of handling and resolving daily nuisance tickets.

Beyond technical experience, I also have the ability in:

- Analyze and manage databases
- Creating and developing applications/websites using **PHP (CodeIgniter & Laravel)** programming languages and **JavaScript**
- Management of corporate administration, including document filing, file verification, and scheduling
- Professional and efficient use of Microsoft Office (Word, Excel, PowerPoint)

With this academic background and work experience, I believe I can make a positive contribution to your team and company. I have a high enthusiasm for learning, adapt quickly, and am used to working under pressure.

Thus I convey this cover letter. I hope to be given the opportunity to participate in further selection stages. For the attention and opportunity, I thank you.

Yours sincerely,

**Dimas Adi Saputro**

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Portfolio: [dimasadisaputro.github.io](https://dimasadisaputro.github.io)

Github: [github.com/DimasAdiSaputro](https://github.com/DimasAdiSaputro)