

GERALD BARTLETT

New World Island, Newfoundland Canada

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To Whom It May Concern:

Please accept this letter and attached resume as an application for the advertised programming position. I have obtained a diploma in **Software Development from Keyin College, St. Johns, NL** which provided me with knowledge of the most used skills in the industry, excellent communications skills and a passion to continue to learn new ideas and skills from an industry leader like your company.

Additional experience includes:

- Computer Technician: Installing, configuring and troubleshooting many operating systems including Windows 7-10, Mac Os, Linux, as well as software such as VS Code, IntelliJ IDE, PostgreSQL, MongoDB, Postman, MySQL. Also utilized products such as Microsoft Office Suite, Open Office & antivirus software installations etc. Backing up files through One Drive or an external drive. Emailing through Outlook, or Gmail. Workplace video conferencing / collaboration platforms such as MS Teams or Zoom.
- Customer Service: As a computer tech and as an electrician, I worked with customers daily to understand their needs and wants to provide solutions.

I am committed to ongoing learning, self-studies and acquiring experience to continuously update my knowledge and skills. With my technical abilities, strong sense of initiative, and dedication to maintaining the highest professional standards, I am confident that I could make a valuable contribution to your organization.

You may also be interested in accessing the provincial wage subsidy program, JobsNI to offset salary costs if you create a new position. For more information on this program please visit [JobsNI Wage Subsidy - Immigration, Population Growth and Skills \(gov.nl.ca\)](https://www.gov.nl.ca/jobsni/wage-subsidy-immigration-population-growth-skills). To schedule an interview, you may call me at (home) 709-629-3058 or (cell) 709-571-1732. You may leave a voice message at any time and I will return your call.

Thank you for taking the time to review my resume. I look forward to talking with you.

Sincerely,
Gerald Bartlett