**William Franklin**

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July 13, 2013

Ms. Mary Walker-Huelsman, Director

Florida Port Community College Career Center

2745 Oakland Avenue

St. Petersburg, FL 33713

Dear Ms. Walker-Huelsman:

On the Florida Port Community College Alumni website, I see that the Career Center has a job listing that interests me and for which I have the necessary skills and education. Specifically, this is the position for a Business Programmer Analyst in enterprise cloud computing.

The job listing indicates that the company would like to fill this position very quickly. As you requested on the website, I am faxing both my resume and this cover letter. I will send a printed copy, and can also send the resume in PDF format if that would be more convenient.

The job description had several very explicit requirements. I would like to point out my qualifications in a few of the specified areas:

|  |  |
| --- | --- |
| Education | Bachelor of Science, Business Management |
| Experience | Two years Computer Support experience at a major university |
| Required Certifications | MCITP, MCDST |

I could be available to begin work in as few as two weeks. The job description does not specify exactly where this company does business. I currently live in Tampa, but would be willing to relocate.

Sincerely,

William Franklin