**JOSEPH** **bITAR**

99 Rue des Vieux-Moulins

January 25, 2018

Infrastructure Support Analyst ITB-CRA-014S18

Canada Revenue Agency

Dear Hiring Manager:

I am applying for the Support Analyst (ITB-CRA-014S18) position that was advertised through Heritage College. I am interested in this position because I believe that this role perfectly matches my educational skills, career interest, and also because it will help me acquire some new skills. I believe that my skills will certainly be an asset for Canada Revenue Agency.

I am currently finishing my first year in Computer Science with an average of 87%, and an R-Score of 30.153. I believe that my school experience at Heritage College has increased my programming skills tremendously which will help your company excessively. At Heritage College, I’ve acquired the knowledge of installing operating systems, and fixing a computer with a defected component. The hardware class that is offered at Heritage College has helped me obtain the knowledge of trouble shooting through fixing computers.

As a Gabriel’s Pizza employee, I’ve developed several skills which will benefit the company, such as:

* Developing a great relationship with the customers in order to cooperate better.
* Spoke professionally French and English in order to satisfy the customer’s needs.
* Conveying information to people clearly, and simply.
* Able to learn on the job.

If you are in need of a student who is currently studying Computer Science, and who is determined to help a company grow better. I am looking forward to learn more about you’re Support Analyst (ITB-CRA-014S18) position. If possible, please contact my Co-op coordinator, Sandra Stark through her email address sstark@cegep-heritage.qc.ca

Thank you very much.

Sincerely, Joseph Bitar

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| **JOSEPH** bITAR  99 Rue des Vieux-Moulins · Gatineau, Québec J9J0K1 · (613) 804 7774 · [joseph\_tar@hotmail.com](mailto:joseph_tar@hotmail.com) |
| **OBJECTIVE:** To obtain employment for the summer of 2018. I would welcome any challenging job that involves my current skills, and hopefully help me acquire some new ones. sUMMARY OF Skills  |  |  | | --- | --- | | * Analytical mindset * Leadership skills * Capable of working with multiple people | * Highly motivated * Excellent communication skills |  TECHNICAL Skills  |  |  | | --- | --- | | * Fluent in Java * Qualified in HTML/CSS * Trained in JavaScript, jQuery, BootStrap * Experienced in all Operating Systems such as, Windows 7/10, Linux * Advanced hardware trouble shooting skills | * Proficient in multiple software such as Eclipse, Dreamweaver, and WebStorm * Expert in Adobe Lightroom, and Adobe Photoshop * Experienced in Microsoft Word, Power Point |  Education  |  | | --- | | September 2016-expected date 2020diplôme d’études collégials, cégep heritage college Computer Science-Acquired an R-Score of 30.153 85-93% average september 2014-2015quebec highschool diploma, centre l’arrimage 75-80% average-Obtained 9 certificates | | september 2009-2014quebec highschool diploma, école sécondaire grande-rivière 75-80% average |  WORK Experience  |  | | --- | | 2016 – presentPizza maker, Gabriel pizzaLearned the art of pizza making, and ensuring customer satisfaction.Worked successfully in a high stress environment.Developed great relationships with co-workers. | | 2013 – 2016Customer service, RiverVIEW PIZZA  * Provided service to customers over the phone, and in person. * Spoke professionally to customers in both French and English. * Handled difficult customers. |  Activities and interests  |  |  | | --- | --- | | * Photography * Reading books * Playing soccer | * Snowboarding * Assembling computers * Mountain biking | |

# lANGUAGES(TRILINGUAL)

* Write and speak fluent English, French, and Arabic.