

Kayla Rada
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11/03/2024

Montana Judicial Branch

Dear Hiring Manager,

I am thrilled to apply for the Personal Computer Support Specialist position with the Montana Judicial Branch. This opportunity aligns well with my skills and passion for empowering others through technology and training. I am confident that my technical expertise, interpersonal skills, and commitment to customer service make me a strong fit for this role.

With a solid foundation in computer science and hands-on experience in IT support, I excel at troubleshooting technical issues, developing user-friendly training materials, and delivering engaging instruction tailored to varying skill levels.

Additionally, my organizational skills have proven invaluable in tracking equipment inventories, coordinating training sessions, and maintaining documentation for ongoing IT projects. I bring a proactive and detail-oriented approach to my work, ensuring efficiency and professionalism in every task.

Thank you for considering my application. I would be honored to bring my expertise and enthusiasm to your team and contribute to the Montana Judicial Branch's mission. I look forward to the opportunity to discuss how I can help support your team and enhance your technology services.

Sincerely,
Kayla Rada

Professional References

1. **Phil Charpentier**

Information Technology Contact

[REDACTED]

[REDACTED]

Email: pcharpentier@mt.gov

2. **Terri Lorenz**

General Manager, Copart (past)

[REDACTED]

[REDACTED]

3. **Mike Arnell**

Network administrator, Montana Lottery

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