

Patrick Parreno
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Sunday, October 11th, 2020

ArcelorMittal Tailored Blanks
55 Confederation Pkwy
Concord, ON L4K 4Y7

Dear Hiring Manager,

This letter expresses my interest in discussing the current open position of the IT Co-op position within your company. I can showcase my strong IT Skills, initiative, enthusiasm, collaborative and customer service skills. I believe that I will be of great benefit to your company.

I am a newly graduated student from George Brown College, previously enrolled in the Computer Programming Analyst program. As an academic student, I have taken part in both computer and business courses. I have gained experience in several software languages in these classes, including C#, Java, Angular, React, JavaScript/PHP, HTML, CSS and MySQL. The program also provided computer knowledge on assembling and configuring computer operating systems. The program requires dozens of projects where I have had to showcase my programming skills and computer software knowledge using the languages and skills I have learnt throughout the course. Additionally, I have gained knowledge and skills in business fundamentals such as; ethics, accounting, marketing and entrepreneurship.

During my most previous employment at the Classic Honda Dealership in Brampton, Ontario I was part of the technical department. As part of the team, I was responsible for assisting and troubleshooting staff with any technical issues as well as installing and configuring a variety of equipment. With this experience, I feel I can start contributing quickly at ArcelorMittal.

Attached is a copy of my resume for your review. I welcome the opportunity to discuss my qualifications with you in person. I can be reached at (647) 239-3342 or PatrickJParreno@gmail.com. Thank you for your time and consideration.

Sincerely,

Patrick Parreno

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Objective:

Software Developer seeking opportunity to bring knowledge of engineering, networking, security and operating system software to the IT Co-op position with ArcelorMittal Tailored Blanks.

Qualifications:

- Well trained in Advance Programming & Design skills
- Proficient in Web Content Management and data Retrieval
- Equipped with strong Collaborative Skills and great team based problem solving
- Multiple Project Management positions for different software based project
- Proficient and well versed in several different programming languages

Technical Skills

- | | | | | |
|----------|---------|-----------|--------------|---------------|
| • Java | • HTML | • Angular | • WordPress | • Illustrator |
| • Python | • CSS | • C# | • Office 365 | • Sketch |
| • React | • Swift | • MySQL | • Photoshop | • AdobeXD |

Education:

George Brown College

September 2016 – August 2020

Advance Diploma in Computer Programming Analyst

- Built & Implemented Multiple projects with Java, Angular, React, C#, HTML/CSS, JavaScript and PHP, aiding in a development of knowledge along a variety of programming languages
- Developed Application within a team using Agile Methodologies, leading to good team based problem solving skills
- Developed databases using MySQL, ensure good base ideology for data retrieval

Professional Experience:

Classic Honda

April 2019 – September 2020

IT Assistant, Brampton ON

- Successfully put together and configured new desktop computers for colleague's
- Successfully installed Professional operating systems on a number of desktop computers as well as downloading and installing software off of department servers
- Helped colleague's troubleshoot and fix problematic computer software and printers

- Performed disaster recovery operations, including data back-ups
- Tested systems to ensure the elimination of bugs or viruses

Classic Honda

August 2017 – April 2019

Express Service Advisor, Brampton ON

- Implemented customer data into a database for easier access to customer files & records
- Detailed customer vehicles after maintenance services were completed, ensuring the vehicles were clean upon returning to the customer
- Drafted paperwork for customers receiving maintenance, resulting in technicians clearly knowing what area of the vehicle they will be working on
- Assisted in checking-in customers who had service appointments, leading to a steady flow in the work environment and making sure every customer was attended to

Cafe Demetres

January 2017 – August 2017

Pastry Chef, Mississauga ON

- Prepared meals in a high volume kitchen with exceptional precision
- Organized and analyzed all inventory of goods and supplies, ensuring that everything was in stock and food supply was up to company standards
- In charge of ordering low in supply items from various vendors
- Ensured kitchen was cleaned and maintained, resulting in a clean work environment for all staff

NLS Logistics

2016 (Seasonal; June – September)

General Labour, Mississauga ON

- Stocked and rotated products regularly, making sure all shelves were stocked with the appropriate items
- Arranged transportation of goods based on extracted information from database, ensuring clients received goods on the scheduled time
- Oversaw the arrival of new products, making sure they aligned with arrival time from database