Colgate-Palmolive Company,

Piscataway, NJ 08854

Dear Sir/Madam,

I am having my bachelor’s degree from Rutgers this August. I am applying for your internship on June 12th, 2020 because I think it will be great to join an important company as yours, that will help me gain experience and do what I love doing. I have good analytical and quantitative skills as Information Technology major in college and I have experience in coding like SQL, HTML and Eclipse. I am also a hard-working person and know a lot about internet security. I love working as a team member for technology, as I worked as a part of a team before several times and did very well. I took Capstone class last semester and it provided me with the needed experience for your position, as we worked as a team for developing an app in the medical field. Enclosed is my Resume. Please feel free to contact me by email or at the number below to set up a personal interview. Thank you

Colgate Palmolive

909 River Rd,

Piscataway, NJ 08854

Dear Sir/Madam,

I just graduated from Your University last August with a Bachelor’s degree in Information Technology. I am applying for a job with your company on April 13th 2021 because I think it will be great opportunity and I will be doing what I love doing. I am also certified in Microsoft Azure fundamental as well as Microsoft azure administrator certification. I am also certified in Cybersecurity, and I know much in this field as most of the subjects I studied in college were Cybersecurity related. I have excellent experience in Web Design and Database programming skills. My programming knowledge lies on different platforms like Salesforce, Java, SQL, HTML CSS, Python and other scripting languages. I have a lot of IT experience from my current internship, like onboarding new employees and creating and managing accounts for users. I have knowledge in Windows 10 and troubleshooting network connectivity issues. I am also very organized and known for finishing everything on time. I am a friendly person and I work well independently and in teams. Please feel free to contact me by email or at the number below to set up a personal interview.

Thank you

Sincerely,

Sandra George

732.514.7379 (home)

848.391.6184 (cell)

seg190@scarletmail.rutgers.edu

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848.391.6184 (cell)

seg190@scarletmail.rutgers.edu

Idea Nuova Inc

302 5th Ave #5,

New York, NY 10001

Dear Sir/Madam,

I just graduated from Rutgers University last August with a Bachelor’s degree in Information Technology. I am applying for a position in your company on October 22nd 2020 because I think it will be a great opportunity to join a company as important as yours. I have knowledge in Networking and Cyber Security. I think I am also very good in administration too as I have good experience from Revature about the administrator’s duties. I also know how to install hardware and configuring all kinds of software as patches and upgrades. I can also configure firewalls, routers, VPNs etc. I am also very organized and I know a lot about client-server model. I have excellent experience in Web Design and Database programming skills. My programming knowledge lies on different platforms like Salesforce, Java and SQL, HTML and CSS. I took Capstone class last semester in college, as we worked as a team for developing an app in the medical field and it turned up really good. Enclosed is my Resume. Please feel free to contact me by email or at the number below to set up a personal interview. Thank you

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