

Dear CompanyCam Hiring Team,

I want to express my enthusiastic interest in the IT Specialist position at your innovative company. With a solid foundation in IT support and a diverse background that includes roles as a Journeyman Electrician and License Sr. Field Insurance Underwriter, I am confident that my unique skillset aligns seamlessly with the responsibilities and values outlined in your job posting.

In my current role as a Journeyman Electrician at IBEW LU 82, I have cultivated strong technical skills, demonstrated my knack for problem-solving and meticulous planning. These experiences have not only expanded my hardware knowledge and software troubleshooting skills but have also equipped me with the adaptability and dependability required for a dynamic role like the one at CompanyCam.

My time as a Licensed Sr. Field Insurance Underwriter at Equis Financial has further enriched my interpersonal skills and organizational capabilities. Coordinating meetings, communicating complex mortgage protection options to clients, and streamlining processes to enhance communication have all contributed to my reputation for delivering outstanding customer service.

I am excited about the prospect of contributing to CompanyCam's mission of creating simple-to-use, visual-first communication tools for contractors. The listed responsibilities for the IT Specialist position perfectly align with my technical expertise, including configuring and deploying workstations, resolving technical issues, and overseeing data backup practices.

With a strong commitment to continuous education and improvement are attributes that I believe will contribute significantly to the success of your IT projects. I am particularly drawn to CompanyCam's values of growth, responsibility, and creating a diverse and inclusive work environment.

Thank you for considering my application. I look forward to the opportunity to discuss how my skills and experiences can contribute to the success of CompanyCam. I am excited about the possibility of joining your dynamic team and contributing to the exciting future of CompanyCam.

Sincerely,

Tyler Baxter

Tyler Baxter

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Information Technology Support

Friendly and dependable customer service professional with over 2 years of experience. Well versed in administrative duties, problem-solving, planning, and time management. Experienced with working in fast-paced environments and working directly with a diverse range of clients. Knowledgeable in handling confidential matters and proprietary information.

LICENSES/CERTIFICATIONS

Life Insurance License

Jan 2021 - May 2022

State of Ohio

Electrician

Apr 2016 - May 2021

State of Ohio Apprenticeship Council

SKILLS & INTERESTS

Technical Skills: Customer Communication Management, Customer Service, Documentation, Hardware Knowledge, Microsoft 365, Network Basics, Installation & Configuration, Technical Troubleshooting

Soft Skills: Adaptability, Attention to Detail, Dependability, Friendliness, Interpersonal Skills, Planning/Processing, Prioritization, Problem Solving, Time Management

Hobbies: Backpacking, Camping, Circuit Racing, Continuous Education, Drift Racing, Hiking, Video Game Development, Video Game Testing

Personality Interests: Computer Hardware Enthusias , Meditation, Robotics, Technology Advancements, Traveling

WORK EXPERIENCE

Journeyman Electrician • Dayton, OH • Full-time

July 2023 - Present

International Brotherhood of Electrical Workers LU 82

- Licensed in the state of Ohio as a Journeyman Electrician
- Experience in Residential, Commercial, and Industrial electrician installations
- Reading schematics and laying out installations for employees. Received positive feedback and commendation from clients

Licensed Life Insurance Sr. Field Underwriter • Lima, OH, USA

Apr 2021 - May 2023

Equis Financial

- Daily interpersonal people skills
- Schedule and coordinate meetings with clients daily
- Communicate with clients about their mortgage protection options
- Help clients complete and submit applications to carriers and follow through the underwriting process
- Service client future policy needs

Electrician • Lima, OH, USA

Apr 2016 – May 2021

2022International Brotherhood of Electrical Workers LU 32

- Licensed in the state of Ohio as a Journeyman Electrician
- Experience in Residential, Commercial, and Industrial electrician installations
- Reading & Writing Schematics

- Proficient with the direct installation of wiring at construction and other sites

EDUCATION

Electrical in Journeyman Electrician

NJATC - National Joint Apprenticeship Training Center • Lima, OH • GPA: 2nd in Class **Apr 2016 - Apr 2022**

- Northwest Community College Curriculum Partnership
- State of Ohio Apprenticeship Council

High School Graduate

Bath High school • Lima, OH

Aug 2009 - May 2013