**JASON JONES**

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August 8, 2014

Human Resource Department

Walters State Community College

500 S. Davy Crockett Pkwy.

Morristown, TN 37813

RE: Computer Technician

Ms. Tammy Goode, Executive Director of Human Services:

I have completed the online application process and felt it to be of utmost importance to contact you personally. As a computer scientist, I have a passion for learning and working with technology, and a commitment to life-long learning. My broad educational background, extensive critical thinking and problem solving experience, and high attention to detail will help me to become a productive member of the Information and Educational Technologies team. As mentioned in your advertisement, I have development and support experience with both Windows and Linux/UNIX environments, a strong understanding of data security standards, and good project management skills. Additionally, I have a deep knowledge of Walters State Community College, and have built lasting, positive relationships with its faculty and staff throughout the course of my college education. As a two time alumni of Walters State, I am enthusiastic about this opportunity to serve the academic community.

Specifically, I offer:

* A nationally accredited Bachelor of Science in Computing with concentrations in Computer Science and Information Technology.
* A nationally accredited Associate of Science in Mathematics.
* Experience providing technical support for higher education.
* Experience troubleshooting and solving difficult technical issues.
* A willingness to travel and pursue additional professional training.
* A commitment to providing quality service to the stakeholders of WSCC.
* Prior experience working at WSCC’s IET as an unpaid intern.

My employment documentation is enclosed for your review. Please contact me to arrange a meeting by phone or in person.

Sincerely,

Jason Jones