

# Ujjwal Gaba

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January 04, 2020

The Human Resource Department

Children's Treatment Network of Simcoe York

165 Ferris Lane

Barrie, ON L4M 2Y1

Dear Brandon Andrews

I am a co-op student in the Computer Programmer (COPR) at Georgian College. I am writing to express my strong interest in working at Children's Treatment Network of Simcoe York in the role of Student Shared Record System Administrator. I am currently in the second semester of my program and I am academically prepared for a co-op work term. My ability to work well with others complements my strong work ethic. My first work term, scheduled in the winter semester (January 2021 – April 2021). I assume that this would be an astounding opportunity to utilize my technical skills and interpersonal skills.

Please refer to link for Program-specific courses <https://www.georgiancollege.ca/academics/full-time-programs/computer-programmer-co-op-copr/>

Courses successfully completed have given me a good understanding of programming languages, the awareness to build with HTML5, CSS3, MS office suite, Data analysis, PHP/MYSQL technologies. I also possess with the computer troubleshooting skills that allow me to ensure computer support can assist all client groups. I maintain the good academic standing till now. I am comfortable to work independently and in groups. Your job advertisement is seeking many of the qualities that I would bring to your team, such as Good Written and verbal communication skills along with a strong work ethic in managing work time effectively. In addition to my academic, programming skills, I am committed to high-level customer service making me a valuable employee.

I feel confident that, given the opportunity, I can make an immediate contribution to your corporation. The enclosed resume summarizes my background and experience. For more information refer to my website <https://ujjwalgaba02.wixsite.com/website-2>. Thank you for your consideration, I am available to discuss further prospects at your convenience. Please feel free to contact me at (+1) 4379850203, or by email.

Sincerely

Ujjwal Gaba

COPR Co-op student

Georgian College