October 7, 2022

Dear Hiring Manager,

 I am excited to apply for Computer Support Assistant in Academic Technology
Fall 2022 at San Francisco State University. I am a third-year student pursuing a Bachelor of
Science degree in Computer Sciences with a minor in Biology. I believe that my experience with
Java, HTML, CSS, JavaScript, Data Structures, Version Control via Git, Canva Pro, WordPress,
and amazing work ethic makes me a strong candidate for this position.

 My current job position as Student Assistant at the Registrar's Office has enabled me to build
strong communication and keen listening skills. The job requires active use of collaborative
environments like Box and Microsoft Teams to perform all the task duties. My work involves
communicating with the callers over the phone with issues related to the Registrar. My prior job
as Store Manager gave me experience in conflict resolution and the ability to be patient while in
stressful situations. I created and managed various social media platforms for the store which
led to a 20% increase in sales via targeted ads and media using Canva.

This position at the Academic Technology Department stands out to me because I would be
able to utilize my existing skills as well as acquire industry experience in web development . I
consider myself a suitable candidate for this position as my background aligns well with role
description. I have prior experiences with the majority of the technologies that are mentioned in
the job description. Thank you for your consideration, and I look forward to hearing from you
soon. Sincerely, Akshat Sohal asohal@mail.sfsu.edu