

September 19, 2024

BCI Corporation, Technical Talent Acquisition
Victoria, British Columbia

Dear Hiring Manager:

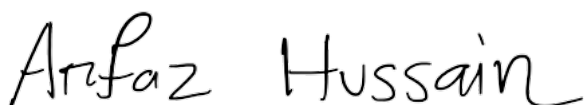
I am writing to express my strong interest in the *Technology Specialist* Co-op at BCI. I am a software engineering student at the University of Victoria in British Columbia. I am eager to learn and grow in the field of computer and software engineering, and I believe that this role will help me gain valuable work experience related to my interests and help me acquire a practical understanding in a real-world setting.

Throughout my academic endeavours, I have had the chance to explore and learn about many important concepts in software engineering, such as object-oriented programming, software architecture design, agile methodologies and software testing. My academic and project experiences align well with the requirements of this position:

- **IT Service Management and Support:** I have a strong foundation in IT service management, having experience with request and incident management, as well as documentation of technical procedures.
- **Process Automation and Continuous Improvement:** Through projects like my Automated Application System, I've gained experience optimizing workflows and improving business processes, focusing on efficiency and reducing manual tasks through automation, which aligns with BCI's service improvement initiatives.
- **Technical Documentation and Communication:** I have developed comprehensive documentation, such as technical playbooks, procedures, and project reports.
- **Collaboration and Teamwork:** I have led and collaborated on projects with cross-functional teams, including coordinating with developers and engineering students. My involvement with VikeLabs and the Engineering Students Society has strengthened my ability to work collaboratively in dynamic environments.

I am currently available for a **4-month** work term and would be open to the possibility of participating in more than one consecutive terms. Thank you for considering my application. I look forward to the possibility of speaking with you further about this role.

Most Sincerely,



Arfaz Hossain (He/Him)
Software Engineering Student,
University of Victoria