

November 2, 2021

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XYZ Corp  
San Francisco, CA  
attn: Hiring Manager

RE: Software Engineering Manager position

Dear Hiring Manager,

I am writing in response to your posting for a Software Engineering Manager position. I am a highly motivated and progress-focused technologist with a long-standing background in the industry. I have extensive experience with every aspect of the software development process. With a track record of initiative and dependability, I have devised strategic initiatives which I believe will prove valuable to your company.

Throughout the course of my career, I have learned how to architect and develop infrastructure and software to address a companies immediate needs. I have experience managing high-performing teams and understand the value derived from shipping code rapidly. I excel at working on challenging problems and know how to delegate effectively, helping developers with opportunities to improve their skills and grow their careers. I am a capable and consistent problem-solver skilled at prioritizing and managing projects with proficiency. I have excellent communication and people skills which has earned me the nick- name "The Personable Programmer".

In my previous roles, I have contributed problem-solving, leadership, and security planning toward team efforts and business improvements. I am progressive minded and in tune with new developments in my field. I have proven to be effective and collaborative with strong communication talents. I enjoy collective brainstorming sessions which allow me to coordinate activities to achieve a common goal.

Thank you for taking the time to review my qualifications. I understand first- hand the difficulties associated with the hiring process and feel honored to be considered.

Sincerely,

A handwritten signature in black ink that reads "Christopher O. Robison". The signature is written in a cursive, flowing style with a large initial 'C'.

Christopher Robison