

NIKKO PASION

BSIT STUDENT

 09611142639

 nikko.pasion.ecoast@panpacific.

edu.ph

 #17 Garcia St. Poblacion,

Urdaneta City, Pangasinan

Daniel M. Villano
Human Resources Manager
IT Solutions INC
Pangasinan, Philippines

January 31, 2025

Dear Mr. Villano,

I'm excited to apply for an internship at IT Solutions INC. As a third-year IT student at Panpacific University, I've been building my skills in problem-solving and organization, and I'd love to put them to work in a real-world IT environment like yours.

My time in school and internships like working with DOLE's Special Program for Employment of Students (SPES) taught me a lot. For example, I got hands-on with tools like Microsoft Office Suite while digitizing medical records and setting up databases. That work needed serious attention to detail, which I think is key for keeping IT systems running smoothly. I also learned to adapt quickly and work in teams during my work at PhilHealth, where I helped advisors sort out patient issues even under tight deadlines. Honestly, I thrive in fast-paced settings and am always ready to pick up new tech skills something I know matters at a company like IT Solutions INC.

I'd really appreciate the chance to talk more about how I could contribute to your team. Feel free to reach out anytime for an interview. I've attached my resume so you can see more about my background. Thanks for considering my application!

Best regards,



Nikko C. Pasion
Enclosure: Resume