

DARREN DUNN

340 Fremont Street, Apt 4103, San Francisco, CA 94105
415-937-2272
darreydunn@gmail.com

Date

Company

Dear (Company) University Recruitment Team:

I am writing to express my interest in the **Project Management Intern** role posted on (**website**). As I approach the end of my junior year at **University of San Francisco**, I'm excited to learn more about the project management role and to support the (Company) team's software delivery and customer experience design.

- **A passion for technology.** In 2014, I built my own desktop computer with the help of my dad, who is an IT lead for a hedge fund. In 2016, I developed a 4-car, 3D high-speed model train and a 3D model box truck at a Stanford-hosted summer camp—using Autodesk's 123D Design product.

More recently, I coded a Blackjack game in Python and designed an app called Weather at Your Fingertips. Along the way, I learned about code efficiency and memory allocation.

- **Technical and creative points of view.** I was once asked the connection between my interest in project management and my background as a classical pianist. I realized that both center on creating simple, effortless experiences for audiences.

From a technical point of view, I see a great deal of overlap between technology development and musical performance. Playing a classical piece of music requires the reduction of complex ideas into their smallest parts, and then reconstructing them for effortless consumption. Examples range from the nuts-and-bolts of creating sound (e.g., when an instrument was invented; the style of the period; technique, attack, and phrasing) to the expectations of the audience (aka, user), instrument quality, and performance hall acoustics.

- **A history of stepping in to lead teams and present ideas.** In high school and college, I frequently found myself stepping up to lead project teams. I'm not a fan of last-minute fire drills, so I realized that turning my tendency to break down projects into bite-sized deadlines worked for the needs of the larger group.

Last semester in my Liberatory Design class, I took on the role of project leader for our successful dream neighborhood diorama project which involved effectively collaborating with 10 Booker T. Washington Community Service Center students and efficiently leading a team of 11 USF students. Throughout the project, I was also responsible for actively communicating with the professor and 2 coordinators, one at Booker T. Washington Center and one at USF.

- **A passion for problem solving.** In 2017, my parents' 2009 VW Jetta had an electrical malfunction that the repair center was unable to diagnose. I was already an avid reader of *Car & Driver* and *Motor Trend*, so I took what I knew to Google, and within a week presented my research to the repair center's technicians. I was right and the repair was done.

Covid impacted my sophomore year, of course, but it also taught me how to remotely work efficiently. That said, I live within blocks of (Company), so it would be very easy to transition to in-person interning should Covid restrictions begin to lift.

My résumé is enclosed and I would love to meet and talk about the internship. Please reach me any time at darreydunn@gmail.com or 415-937-2272. I look forward to hearing from you soon.

Sincerely,

Darren Dunn

Encl: Résumé