

February 18, 2020

Dominion Energy

Re: IT Technician Intern

I am excited to apply for the IT Technician Intern position. I've been impressed with Dominion Energy's performance and I would love to go to work filled with passion to be excellent, to creatively problem solve and to innovate. I aim to shape the future of energy in America. I am looking forward to seeing work with fresh eyes, retooling everything you do, in every part of the company, to operate more sustainably and to deliver energy more reliably than ever. I am an interesting, independent thinker and doer who can help shape the culture of a forward-looking company that's proud of its rich legacy. I am a change agent, I think differently, and I want to fall in love with my job!

Below are your requirements and my qualifications:

Your Requirements:

- > Must have strong computer knowledge and skills, with demonstrated ability to learn and utilize IST software programs.
- > Must have strong customer service and problem-solving skills.
- > Must have coursework or experience in PC hardware functionality, desktop imaging, and network monitoring tools.
- > Experience with Microsoft Office project support preferred.
- > Must be able to lift 50 lbs.
- > Must have good verbal and written communication skills.
- > Must be able to work independently and as a team.
- > Must live within a reasonable commuting distance of the assigned work location and have reliable transportation.

These are only a few of my accomplishments. I look forward to speaking with you in more detail about my experience.

Sincerely,
Frederick Articulo
mckiyoshi@gmail.com
804-704-0334

My Qualifications:

- > I am a recent graduate of University Of Richmond's full stack coding boot camp (FEB 2020) and I have developed strong customer service skills at Capital One and problem solving skills in the United States Marine Corps
- > As "The person most likely to solve a problem that does not exist", I am proficient in PC hardware functionality. I have built every PC I have ever owned piece by piece. While previously experienced with Microsoft Office I became a Google Guide to assist Capital One with its transition toward Google's Suite which required me to deepen my knowledge in the related services to soften the change on my peers and managers.
- > As a self starter I have taken many courses to improve my written and verbal communication skills including public speaking (Tidewater Community College) and Classroom Instruction for Marines (Marine Corps Institute). I currently live in Virginia. However I am very interested in relocating to kick off my new career.