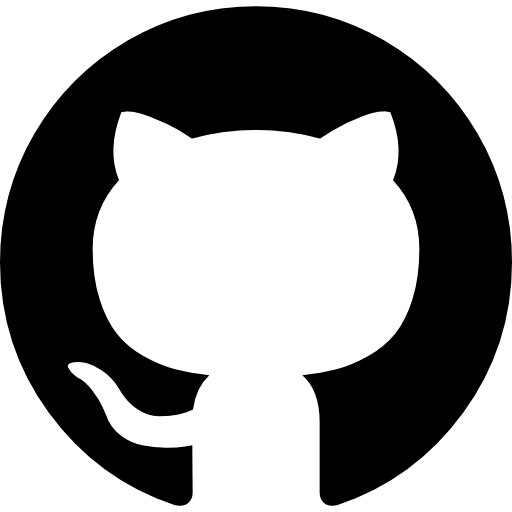
[](https://kodeklipper.github.io)[](https://www.linkedin.com/in/darrenptran)

Dear Hiring Manager,

Throughout my career, I have demonstrated an ability to streamline IT operations, reduce system downtimes, and drive technological improvements. I have designed and implemented a virtualized server infrastructure utilizing VMware, reducing hardware costs by 25% and improving system performance by 40%. I have administered and monitored Windows Server 2012/2016, Active Directory, Exchange Server, SQL Server, and IIS across over 200 servers. I have also configured and managed Cisco routers, switches, and firewalls to ensure secure and reliable network connectivity. I am skilled in planning and executing system upgrades, migrations, and security patching with minimal disruption to operations.

Sincerely,

Darren Tran

**Darren Tran**

[darrenptran@gmail.com](mailto:darrenptran@gmail.com) La Mesa, CA 91941

Today’s Date

Hiring Manager’s Name

Hiring Manager’s Title

Company Name

Street Address

City, State Zip Code