

Maxine Patel

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Mrs. Meagan Baxter,
300 Union Street, Saint John,
E2L 4Z2, New Brunswick, Canada.

Dear Mrs. Baxter,

I am writing to express my interest for the position of IT Solution Designer with J.D. Irving Limited as advertised through the Dalhousie myCareer website. I am pursuing Bachelor of Computer Science at Dalhousie University. I am student with a curious mind, and I am confident that my in-dept knowledge and skills that I have acquired through academic coursework, projects, and passion for developing high-quality solutions will make me an assent for this position. Working for your company is a great opportunity for me to learn and build my technical and professional skills. Moreover, it would provide me a strong environment for my first work term.

I have been working with MS Word, Excel, PowerPoint etc. since I was 15. During my high school I was a part of event organizing committee which was responsible for various events organized in school; my role as the member of committee was to prepare PowerPoint presentations and give ideas on event structure. I was also the only one responsible for scheduling those events. This not only helped me in gaining excellent writing and verbal English skills, but also proved my ability to work independently. I have also developed designing skills while I worked with Dalhousie university's google student developer club as a **graphic designer**, creating designs for various seminar, webinars, and other events working with team of people. Moreover, I have been practicing coding with different types of programming languages like **C**, **C++**, and **Java** for more than 4 years which has helped me improve my problem-solving and analytical skills. I am well acquainted with **java programming** and debugging the codes for software as I have secured A+ twice on those courses. Furthermore, I am a very tech savvy person who is always curious about new technologies.

Therefore, I am confident that my experience on working with MS office, combined with my good verbal, and writing skills will be an asset to your company. Please review my resume and transcript for a more in-depth illustration of work history and accomplishments. I would be pleased to meet with you for an interview to discuss the position and my qualifications further.

Thank you for your time and consideration,

Warm Regards,
Mansi Patel.