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| **Mariel Martinez** | **mcortez.martinez@gmail.com, (416) 574-8625**  **linkedin.ca/in/mcortezmartinez** |

{recruiterName}  
{recruiterTitle}  
{companyName}  
{companyAddress}   
{companyCity}, {companyProvince}, {companyPostal}

To the office of Human Resources,

It is with much interest and enthusiasm that I submit this application for the position of {jobTitle} at {companyName}. I have recently graduated with a Computer Programmer Diploma and 4.00 GPA at Sheridan College, and also hold a Bachelor of Business Administration (BBA) from the Schulich School of Business at York University. I believe my mix of technical and soft skills would make me an asset to your organization.

I shifted gears from business to technology after working in sales at Trend Hunter, a market research firm whose culture revolved around innovation and entrepreneurship. Working there opened my eyes to the interesting tools that developers could build, and encouraged me to go back to school to become one myself. I enjoy being challenged and engaging with projects that require me to work outside my knowledge set, which means not limiting myself to what I learned in classrooms. During my time at Sheridan, I went above and beyond in assignments, and made time to take online courses and pursue personal projects to learn concepts that were not covered in the curriculum.

I am an independent, and fast learner. I take the time understand a problem, design, and make a plan before tackling an assignment. My technical skills include, but are not limited to, coding in JavaScript (Angular 2+, jQuery), Java, C#, .NET, and SQL. My time working in the sales industry has also given me the skills to communicate effectively, understand and cater to client needs, and work well in groups.

I am eager to get my development career started. I see {companyName} as a place where I can grow and become one of the many driving forces in your organization. Attached is a copy of my resume providing further information on my technical skillset and work experience. If you would like to discuss my application, please contact me at [mcortez.martinez@gmail.com](mailto:mcortez.martinez@gmail.com) or [(416) 574-8625](tel:(416)%20574-8625). Thank you for your time and consideration.

Sincerely,  
Mariel Martinez

Encl.

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| **Mariel Martinez** | | **mcortez.martinez@gmail.com, (416) 574-8625**  **linkedin.com/in/mcortezmartinez** | |
| **CANDIDATE HIGHLIGHTS** | | | |
| * Awarded Certificate of Leadership for 4 years of outstanding service as a Schulich Ambassador * Presented with Social Networking Award at Achieving Personal Excellence (APEX) 2014 Conference * Placed 1st in the Student Speaker Series at TEDx Richmond Hill 2012 | | | |
| **EDUCATION** | | | |
| **Computer Programmer Diploma,** 4.00 GPA | | | **Jan. 2018 – Apr. 2019** |
| Sheridan College*, Oakville, ON* | | | |
| **Bachelor of Business Administration** | | | **Sept. 2012 – Jun. 2016** |
| Schulich School of Business, York University, *Toronto, ON* | | | |
| **TECHNICAL SKILLS** | | | |
| **Back End**  **Front End**  **Frameworks/Tools**  **Servers/Data**  **IDEs** | C#, Java, Web Services, RESTful APIs  JavaScript (Angular, jQuery), ASP.NET, Bootstrap, HTML5, CSS3, JSP, AJAX, JSON, XML  Git/Git Bash, Adobe Photoshop, Adobe XD, NPM  Tomcat, SQL Server, Oracle, ADO.NET, JDBC  Visual Studio Code, Visual Studio Community, NetBeans, Notepad++ | | |
| **WORK EXPERIENCE** | | | |
| **Business Innovation Specialist,** *Trend**Hunter* | | | **Jan. 2017 – Dec. 2017** |
| * Managed inbound sales leads and inquires * Exceeded outbound sales call target by an average of 120% on a weekly basis * Received highest ranking among junior associates on qualitative review of abilities such as communication, adaptability, and self-motivation | | | |
| **Server,** *Siamese Thai Cuisine* | | | **Aug. 2015 – Dec. 2016** |
| * Collaborated with owners to adjust item pricing to better reflect cost and increase profit * Designed onboarding program that reduced server training period and turnover * Increased alcohol sales by requiring all servers to become Smart Serve Certified before starting | | | |
| **Customer Experience Representative,** *Indigo Books & Music* | | | **Jun. 2014 – Jan. 2015** |
| * Received exclusively positive online reviews from customers * Ranked 6th employee for Love of Reading donations as percentage of sales * Ensured 80% of customers served had signed up for loyalty program (10% above target) | | | |
| **LEADERSHIP EXPERIENCE** | | | |
| **Task Force Leader,** *Schulich Ambassador Program* | | | **Oct. 2015 – May 2016** |
| * Led training sessions for Junior Ambassadors ranging from 50 to 200 participants in attendance * Represented Schulich at high school visits and recruitment events | | | |
| **Director of Social Media,** *Schulich Accounting Society (SAS)* | | | **May 2015 – May 2016** |
| * Designed digital marketing campaigns to increase member engagement and club presence * Worked closely with executive team to organize and manage SAS events | | | |