June 21, 2016

XXXXXXXXX

Human Resources Department

Dear Recruiting Manager,

I am writing this letter to express my interest in the position XXXXXXXXX at XXXXX starting Fall 2016. I will be the best fit for the position because aside from my programming experience described in my résumé, I also have great personalities, strong soft skills and most importantly, a positive attitude to learning. I believe that the following stories will better support this statement.

During the summer in 2015 (before I went to University of Waterloo), I started learning about programming on Codecademy. Despite having little exposure to programming at that time, I managed to finish my first technical project – *smartBatteryCharger* – under the guidance of my mentor who was an intern at Microsoft and Amazon. My mentor gave me the following review:

“I thought Phat would be intimidated and give up on the project, but he quickly grabbed the concepts. Despite limited guidance from me, he took initiatives to do research and learn about Raspberry-pi, C#, and Linux. What impressed me even more was that whenever Phat encountered technical challenges, he would exhaust the resources on Google before asking me for help. He gained confidence and comfortability with command lines in about a week, and overall got the job done much faster than what I expected from a newbie.”

Later on, I was fortunate to have my first co-op at FundSERV as a Unix Developer where I have grown a lot. My soft skills such as communications and teamwork were given the highest ranking – Superior Performance (6-7 out of 7). In the evaluation report, my manager commented:

“I have to keep in mind that Phat accepted the challenge of the job without much experience and knowledge in the field of Unix scripting. Although I would have liked him to be more thorough in his testing before deployment of new code, he did deliver the end product which was a brand new web site for Operations. We had no web site when he started and now we have a fully automated operational site with automated fail-over capability. I did enjoy working with Phat. He was very enthusiastic and was passionate about his work. He fitted perfectly in the corporate culture and the team.”

Recognizing that I still need a lot of improvements in testing, I have consulted with my mentor, become more skeptical about my codes and worked on more technical projects to practice testing skills.

As a cover letter is surely not enough to fully describe who I am, I would like to speak with you to further showcase my qualifications, as well as to discuss more on how this position aligns with myself, and how such alignment could be the foundation for creating great synergy in productivity, efficiency and overall performance that both XXXXXXXXX and I could leverage on.

Best regards,

Phat D. Tran

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**Employment**

**Unix Developer, FundSERV Jan – Apr 2016**

*Ops Portal: Designed and implemented a reporting system that provides accurate and up-to-date server information for 33+ IT staffs at FundSERV on a daily basis. Within one hour after its launch, the system served 50% of FundSERV employees.*

* Composed ksh and bash shell scripts to extract/compile information from Solaris, Linux, CentOS servers and update reports daily using crontab and Control M.
* Designed cross-browser friendly UI and navigation with HTML/CSS to encourage usage of reports.
* Assisted in migrating the process of collecting, aggregating and re-distributing data among 250 virtual machines in production to a backup Solaris server.

**Technical Experience**

* Languages: Python, bash, Java, C++, C#
* Web technologies: HTML & CSS, Bootstrap, JQuery, JavaScript, AngularJS, SQL
* Tools: Visual Studio, Eclipse, Spring Tool Suite, Notepad++, GitHub

**Education**

**Bachelor of Mathematics (Co-op, 1B), University of Waterloo Sep 2015 – current**

* Working towards Bachelor of Computer Science degree
* Average 1A: 79.1%
* University of Waterloo President’s Scholarship of Distinction (2015):95%+ admission average

**Project**

**5-minute-book** (May 2016 – current): Website | HTML & CSS.Bootstrap. jQuery. Python. Django

* Designed a responsive user interface of the website that adapts to multiple types of displays ranging from desktop screen to mobile devices.
* (in progress) Developing a web application using Django framework to let users access books’ summaries.

**brainDump** (May 2016 – current): Java application | Java. Eclipse IDE.

* Developed a to-do list application inspired by David Allen's Getting Things Done™ System in Java implementing Swing Java for Graphical user interface (GUI).

**GingerRewards** (Jan – Apr 2016): Web application | Azure. JDBC. MySQL. Vagrant. Spring MVC.

* Developed and deployed an online loyalty program for Ginger Restaurant (located in Toronto), which consists of: [1] a web interface with authentication for the restaurant manager and staffs to input point transactions, and [2] customer and transactional databases.
* Improved code base through rigorous review process using Review Board and Git.

**safetyBot** – team of 4 members (Nov 2015 – Dec 2015): Lego model | C++. RobotC.

* Programmed a Lego model that spreads salt on pre-determined route, avoids obstacles, returns to pre-determined destination upon the depletion of salt, and tracks the distance travelled.
* Designed a helper function in Robot C that determines the sufficient amount of salt.
* Achieved milestones before deadlines; Scored 92% for project management.

**smartBatteryCharger** (Aug 2015 – Sep 2015): Windows desktop application | Linux. C#. Visual Studio.

* Developed a WPF program that keeps track of the battery percentage of device and sends HTTP requests to Raspberry Pi to prevent device from overcharging.
* Set up and controlled Raspberry Pi running Linux OS (Debian) via SSH.
* Modified a GitHub project that uses the infrastructure of Raspberry Pi to controls electrical switches.