




# Ruike Yuan

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December 11, 2022

**Ruike Yuan**

RE: IT Manager

Dear Hire,

Please accept this letter as an expression of my interest in the IT Manager position. I am a highly motivated and progress-focused Student with a long-standing background in this industry. With a track record of initiative and dependability, I have devised strategic initiatives which I believe will prove valuable to FD.

Throughout the course of my study, I have perfected my project management and software testing abilities. I am a capable and consistent problem-solver skilled at prioritizing and managing projects with proficiency. The best prove are the projects I have done, where I am able to apply what I learnt from information and IT service management courses into practice.

In the project team, I contributed communication, problem-solving, and hardware testing toward team efforts and business improvements. I am progressive minded and in tune with new developments in my field. I have proven to be effective and collaborative with strong teamwork talents. I enjoy collective brainstorming sessions which all me to coordinate activities to achieve a common goal.

My characteristic and prior experiences made me the best choice for this role. Please take a moment to review my attached resume and credentials. I would greatly appreciate the opportunity to speak with you regarding my candidacy.

Thank you for your consideration.

Sincerely,  
Ruike Yuan