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July 31st, 2025

Hiring Manager

Imagine Staffing Technology's Client

SUBJECT: Application for IT Project Manager at Imagine Staffing Technology's Client

Dear Hiring Manager,

I am writing to express my strong interest in the IT Project Manager position for your client, as advertised on LinkedIn. With over 10 years of experience managing complex IT initiatives from conception through to completion, my background aligns perfectly with the requirements of this role.

My career has been dedicated to leading transformative projects across diverse industries, including finance, retail, healthcare, and travel. I am an expert in a range of methodologies, including Agile (SAFe, Scrum, Kanban) and traditional Waterfall, allowing me to adapt my approach to meet the unique needs of each project. I have a substantial track record of managing projects involving SaaS solutions, IT infrastructure deployments, COTS implementation, and custom software development for globally distributed teams.

Key highlights of my qualifications include:

- ****End-to-End Project Management:**** I excel at formulating detailed project plans, defining scope, managing budgets, and mitigating risks to ensure on-time and on-budget delivery. My experience includes creating project charters, refining business cases, and ensuring seamless handovers to support teams.
- ****Stakeholder & Financial Acumen:**** I possess strong skills in stakeholder communication, negotiation, and relationship management. I am adept at providing clear, concise reporting on KPIs and project status to C-level executives and portfolio managers, along with managing project spend and financial forecasting.
- ****Technical & Team Leadership:**** I have successfully led cross-functional teams of over 100 professionals, fostering a collaborative and accountable environment. My technical acumen spans cloud platforms (AWS, GCP), AI integration, and the full Software Development Life Cycle (SDLC).

I am confident that my adaptive mindset and results-driven approach make me an ideal candidate to drive technological advancement for your client. Thank you for your time and consideration. I look forward to discussing how my experience can contribute to your client's success.

Sincerely,

Sebastian Ochoa Alvarez