Matthew Sah

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November 2, 2019

{Company Name}

Dear HR Manager:

My name is Matthew Sah. I have a background in Information Management for my Bachelor’s degree and a minor in Computer Science. I am currently pursuing a Master’s Degree in Data Science at the University at Buffalo. I confidently express my interest in this position of {position name}.

# School

With my undergraduate background a hybrid of engineering and management, i can say with confidence that i can express myself without any issues with people from different credentials. (ADD i can do work that ranges from management to engineering)

As the world is ever changing, I’ve decided to challenge myself to a Master’s in Data Science so i can provide a more well rounded skill set for my future projects. With deep topics in data mining and applying real life data to our exercises, I’m preparing myself for future trials to come.

# Professional Experience

Before i graduated from college, i joined a fast paced startup company with end to end responsibilities ranging from consulting to development, and from deploying to maintenance. During the time consulting, I’ve learned to recognize needs user’s didn’t know they had and implement client oriented features with clean code for the convenience of future fixes.

# What can i provide

With an intention to provide service on the long run,

I have been developing professionally for almost two years before i started my Master’s degree, during which i have been involved with the full development cycle of numerous large scale projects that spans across different platforms. You will find that i can perform time management and communications accurately as well as convey my previous knowledge to fellow {position name}.

Over the course of my career, i have

* Solid knowledge of management and communications
* Strong background in computer science
* Rugged insight in data science and analysis
* Invaluable experience in fast-paced startup company
* Well rounded knowledge of the development cycle

I strongly believe in the impact of continuous learning throughout one’s career, research of innovative technology and implementation into product development . I hope to bring my knowledge and experience into your company and influence others with potent enthusiasm in improving oneself.

=== Data Science ===

For me, I full heartily enjoy data science in the sense that data is the closest thing to the user as the customer. As we design systems, we’re designing systems for users to enjoy the experience and to make their life easier. As a data scientist we can possibly know more about the user than him/her-self.

I have been involved in numerous large-scale software releases and understand the importance of time management and open communication. While it may be easy to focus on the technical side of work, I’ve found that being able to express concerns, roadblocks, and alternative solutions to colleagues of varying technical backgrounds has been invaluable in my professional development.

Over the course of my career as a software engineer I have:

* Become a certified Software Development Associate and Professional.
* Led two successful software releases as the Java, team leader.
* Increased team efficiency by implementing Agile methodologies.

I truly believe in continued education and research and continue to seek new software and methods to assist with product development. I hope to bring my knowledge, and future knowledge, to your organization.

Best regards,

Matthew Sah

Frances Applicant

6 Kent Street, Warren, MI 48088 · H 555-555-5555 · H 555-123-4567 · [frances.applicant@email.com](mailto:frances.applicant@email.com)

Superior knowledge of computer systems, design, and analytical projects, along with first-hand experience with all phases of product development lifecycle.

**Education**

Master of Science, **University of ABC**, Dearborn, MI   
Anticipated May 20XX

Major: Computer Science

Bachelor of Science, **University of ABC**, Ann Arbor, MI   
May 20XX

Major: Computer Science

**Experience**

Software Engineer, **Varys**, Detroit, MI   
June 20XX - Present

* Analyze, troubleshoot and solve problems in a timely and accurate manner.
* Produce automated test scripts and define environments to conduct test activities
* Extend SDK functionality to new platforms and partners.
* Write clear, concise, and thorough specifications and documentation.

Software Engineer - Intern, **Summit Technology**, Detroit, MI   
December 20XX - May 20XX

* Designed and implemented algorithms for indexing and searching documents.
* Worked with team members to investigate design approaches and evaluate feasibility.
* Developed software architectures and designs based on product requirements.
* Helped improve the reliability and efficiency of Summit’s core systems.

**Technical Skills**

**Languages:** C++, Java, C#,Net, JavaScript   
**Applications:** MS Visual Studio, Eclipse   
**Application Server**: JBoss, Tomcat   
**Operating Systems:**Windows, Unix, Linux   
**Database Systems:** SQL Server, MySQL, Ingres

Karl Applicant

123 Main Street, Anytown, CA 12345 · 555-555-5555 · [karl.applicant@email.com](mailto:karl.applicant@email.com)

**EXPERIENCE**

**Computer Company, Software Engineer**   
August 'XX - present

Software Engineer. Duties include developing current release using C++ and Java; assisting in design of next release (J2EE); traveling to standard meetings at SNIA SMIS-S to represent Company Soft Manager; traveling to SNW, a semi-annual consumer conference, to showcase product; and working closely with new developers in India Tech Center.

**Computer Company Training Program**   
June 'XX - August 'XX

Member of the Computer Company Bootcamp program, an intensive three-month training program for choice software engineers. The program covered advanced topics in software engineering, SQL, C++, J2EE, XML, Windows 2000 Server, Unix, UML, and various company products.

**Consultant**   
January 'XX - June 'XX

Consultant for high school in the outer Boston area. Tutored the programming instructors for the AP programming class in the Java programming language. Helped to set up development environment for the classroom.

**Company Inc, Software Engineer CO-OP**   
January 'XX - September 'XX

Developer. Worked on new functionality in the 7.0 release of the Company Dynamic Sourcing Engine. Developed in C++ in Unix and Windows Visual Studio. Also worked on a solo project to add multithreaded capabilities to Company's engines.

**TECHNICAL SKILLS**

* **Languages:**C++, Java, C, ASP.NET, SQL
* **Applications:**MS Visual Studio, Eclipse
* **Application Server:**JBoss, Tomcat
* **Operating Systems:**Windows, Unix, Linux
* **Database Systems:**SQL Server, MySQL
* **Certifications:**CCNA, Unicenter Certified Engineer

**EDUCATION**

**ABC College**, Troy, NY, May 20XX   
Major: Computer Science, Minor: Management

**ACTIVITIES**

**Brother of Delta Chapter of Delta Chi Fraternity**

- President (January 20XX - May 20XX)   
- Scholarship winner at Delta Chi Leadership Conference

**Member of College varsity football team (Sept. 20XX - Dec. 20XX)**