**{{my\_name}}**

{{my\_phone}} | [{{my\_email}}](mailto:almaletyc22@gmail.com) | [{{my\_linkedin}}](linkedin.com/in/alma-camarillo)

{{my\_address}}

{{today\_date}}

**{{company\_name}} – {{job\_position}}**

{{address}}

{{phone\_number}} | {{email}}

Dear {{job\_position}} {{hiring\_manager\_name}},

I am writing to express my interest in the {{job\_position}} position at {{company\_name}}, as advertised. With a solid background in IT Process Management and a Bachelor of Science in Software Engineering, I bring over seven years of hands-on experience in implementing and supporting complex network infrastructures.

In my role as a Process Manager Intern at The Church of Jesus Christ of Latter-Day Saints, I successfully coordinated global meetings to discuss an implement global telecommunication and network upgrades. This was done with technologies such as Cisco Meraki and Microsoft NOS. Although I do not hold Cisco certifications, I navigated Meraki Interfaces and managed Cisco device setups within my projects with much ease. This was possible thanks to additional certifications in A/V Networking Engineering obtained throughout my time at BYU-Idaho as an Audio Engineer, which helped me leverage my technical skills in Cisco IOS, networking software, and infrastructure management to drive efficiency and enhance system performance. As a result, throughout my internship, and previous employment experiences, I was able to contribute to significant cost savings and operational improvements.

I am eager to bring my strategic approach to information systems implementations and troubleshooting, along with proficiency in relevant tools like Azure, JIRA, and PowerShell, to {{company\_name}}. I am confident that my technical flexibility in roles that require design, programming, continuous testing, hands-on fixing, and dedication to delivering high-quality solutions align well with the requirements of being a dependable {{job\_position}}.

Thank you for considering my application. I look forward to discussing how my skills and experiences can contribute to the ongoing success of {{company\_name}}.

Sincerely,

{{my\_name}}