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April 2, 2014

CELT
65 West Boston Post Road, Suite 200
Marlborough, Massachusetts 01752

To Whom It May Concern,

Thank you for taking the time to review my resume. I am currently studying Information Technology and Telecommunications at Blackstone Valley Tech and I am looking for a co-op position through Blackstone Valley Tech RHS in the Middlesex County area.

I am interested in an entry level position with your company. I am OSHA and A+ certified and I have attended numerous competitions in my field including the Regional Skills USA Leadership & Skills Conference for Computer Repair (Silver). I will be completing Cisco term I by the end of this year and work on special shop projects in partnership with my vocational instructor. I believe that I am able to bring many valuable characteristics which will benefit your company including leadership and teamwork. I have heard many positive things about working for your company and I hope that I can join the team.

If you have questions regarding my resume or about myself, please feel free contact me via email or by phone. Again, thank you for your time reviewing my resume. I look forward to meeting with you, and I will follow up in one week if I do not hear from you.

Sincerely,

A handwritten signature in black ink that reads "Zachary D. Milot". The signature is written in a cursive, slightly slanted style.

Zachary D. Milot