Efrain Fernandez

101 Trinitaria, Quintas de Campeche

Carolina, PR, 00987

Department of Veterans Affairs

Immediate Office of the Assistant Secretary for Information Technology

Dear Human Resources Manager :

I am responding to your INFORMATION TECHNOLOGY SPECIALIST, because the position offers the opportunity to act on a very firm conviction of mine: that every business should provide their customers with the excellence they deserve and which your products are living proof, and one on which I will be proud to be partner.

I submit my credentials as a candidate with a background on military discipline and leadership training (PRIMARY LEADERSHIP DEVELOPMENT COURSE), Biology college education (Interamerican University) and strong technological background (CISCO CERTIFIED NETWORK ASSISTANCE) that is also fully bilingual (English/ Spanish)⎯and it’s one I’d like to put to work on your behalf.

As you’ll see on the enclosed resume, the depth of my experience in software development with my own business (ISLA TECNO DESIGNS) will give you the opportunity to hire a real pro who needs little or no training and who is comfortable and successful with cold canvassing.

A personal interview would allow me to demonstrate my talents. I look forward to hearing from you so that we can schedule a meeting.

Sincerely,

Efrain Fernandez