

Cover Letter Sample: Software Developer

Emily Wayne

Vancouver, BC, V5N-1T8 Phone: (778) 432-1234 Email: emily.wayne@gmail.com

February 23, 2024

Susanne Liu
Hiring Manager
EDF Company
5th Floor, 1234 Main Street
Vancouver, BC, V4Z-5M7

RE: Software Developer Position, Job # 298R57

Dear Susanne Liu:

As a full-time Master's of Applied Computer Science student (with a specialty in _____) at Farleigh Dickinson University, I have completed high-level courses in computer science, software development, Python, and machine learning with a GPA of 3.9/4.0. I believe that my technology expertise would allow me to excel in the Software Developer position with your organization.

SAP's reputation for innovation within the software industry draws me to apply for this opportunity. I am confident that I can be a valuable contributor to your company for the development of software solutions based on the following achievements from my academic career and previous work experience:

- **Agile Development and Iterative Prototyping:** Applied agile development methodologies in a professional setting during my internship at EDF Company
- **Facial Recognition Software Development:** Coordinated with a diverse team of students to develop facial recognition software, actively implementing features and writing scalable code
- **Machine Learning Project Execution:** Executed a machine learning project aimed at predicting potential stock prices for biotechnology companies
- **University Technology Club Leadership:** Presided as the President of the University Technology Club, overseeing event planning and providing tutoring services to computer science and information technology students
- **Global IT Help Desk Support:** Prior experience with a leading IT firm, providing effective help desk support; managed diverse customer concerns across different time zones, resolving complex issues related to the online platform

I look forward to scheduling an interview with you to discuss further how my advanced knowledge of computer science would benefit SAP. To follow-up on my application, I'll call your office on February 28th. Meanwhile, please contact me at Ph: 778-234-5678 or email at emily.wayne@gmail.com at your convenience. Thank you for your time and consideration.

Sincerely,

Emily Wayne

Cover Letter Sample: Project Manager

Jackson Gale

Vancouver, BC, V5N-1T8 Phone: 778-234-6678 Email: jackson.gale@gmail.com

March 12, 2024

Ronald Garriques
Senior Manager (Human Resources)
Dell Canada
222 Granville Street
Vancouver, BC, V9D 0P3

RE: Project Manager Position, Job# S3412

Dear Ronald Garriques,

With great interest, I am forwarding you my resume as an application for the position of Project Manager at Dell. Being Dell's employee has been my dream since my undergrad years as inspired by your innovation and employee empowerment strategies. I want to take this opportunity to turn my dream into reality and constructively apply my professional education and experience working as a project manager at Dell.

For the past three years, I have been working at Edge Water Technology (EWT) as a junior project manager. I have achieved consistent and remarkable results in execution and completion of IT solutions projects and managing client relationship by prioritizing customer satisfaction.

At EWT, I have successfully administered a number of projects carrying out detailed budget analysis, performance and project reviews, productive resource allocation including labor planning, and coordinating activities between company and the clients. In addition, I have a substantial experience of working with technical teams correlating SOA environment. In essence, I have achieved phenomenal results in leading project teams through all stages of typical project lifecycle well within the deadlines and as a reward I have been given the awarded as the most productive project manager for the year 2020.

With my talents, ambitions and exceptional project management and organizational skills, I am very confident that I'll be a valuable asset to Dell. I look forward to discussing my qualifications with you in an interview. You can call me at Phone: 778-234-6678 or email me at jackson.gale@gmail.com to schedule for an interview at your convenience. Thank you for considering my application.

Sincerely,

Jackson Gale