

Date

Name

Title

Company Name

Address

City, State ZIP

Dear (Name or Hiring Manager):

It is with great professional enthusiasm that I approach (Company Name) with the goal of exploring entry-level opportunities, such as the (Job Title) opening posted at (site).

As my resume illustrates, I am well-prepared to meet and exceed your expectations. Equipped with a certificate in Advanced Software Development from Vermont Technical College, I'm well-prepared to align my skill set with any position that requires a proactive individual who strives to exceed expectations on every assignment. Additionally, having spent four years as an active-duty Army Armor Officer (Operations and Logistics Manager) I am accustomed to facilitating clear communication and getting results. If given the opportunity, I will work tirelessly to deliver similar results for (Company Name) while partnering with your staff to accelerate the achievement of your immediate and long-range goals.

Further, I would bring the following strengths to your team:

- Adept at leading cross functional teams, coordinating with diverse stakeholders, taking ownership of issues from reporting through resolution, and completing projects within time constraints.
- Proficient in designing, programming, testing/debugging, maintaining, and repairing applications/ websites.
- Talent for developing time-saving software solutions, identifying issues, and administering systems.
- Capable of creating new user facing experiences, web applications, and back-end services using different technologies.
- Familiarized with a variety of programming languages and frameworks.

In me, (Company Name) will gain a diligent, goal-oriented professional with the agility, dedication, and focus required to successfully fill the role of (Position Title). As such, I would welcome the opportunity to meet in person and discuss this opening in detail.

Thank you for your consideration. I look forward to hearing from you!

Sincerely,

James DiCesare