**John Smith**

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July 25, 2016

Mr. Dan Brown

341 Brown ITech Associates

New York, New York

Dear Mr. Brown,

I send this mail with the interest to apply as full-time IT staff in your company. My skill-set and core competencies match the job requirements especially in terms of network security and general troubleshooting.

While pursuing my degree in Information Technology at the College, I have developed intermediary knowledge in computer forensics, networking, information security, and software troubleshooting. This knowledge has enabled me to develop strong interest towards security and troubleshooting.

As early as my internship program in the college in May 2012, I was already exposed to advanced security and general troubleshooting tasks. I had a first-hand experience on handling security risks and threats. I also handled important troubleshooting tasks by myself. I was privileged to have been mentored by the senior IT staffs in the department.

I currently work as an on-call IT security staff in the City Government of New York. Here, I have developed an even stronger grasp of real-life threats against network security. I also learned to handle more advanced troubleshooting problems both in software and hardware.

I have attached my resume and CV to tell you more about my professional and academic skills. I look forward to hearing from you about my job application.

Sincerely,

*John Smith.*