Juan Nuñez
565 Harrsion Street
San Jose, CA 95125
jcnunez90@gmail.com

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Year Up Silicon Valley
100 W San Fernando Street
San Jose, CA 95113

To Whom It May Concern:

I believe my educational background and previous work experience would be a perfect fit for this position.

I am currently attending Year Up, a selective, one year intensive one year tier I.T. training program. I'm working with Windows and Mac operating systems on a daily basis. I have knowledge in installing, upgrading, and backing up operating systems. I enjoy working with both operating systems and have a passion for technology.

Year Up challenged me into improving my communication and writing skills to thrive in a professional environment. I'd be a great asset in assisting clients and or my peers by communicating clearly and concisely. While I was at Ariosa Diagnostics, I handled confidential patient information on a daily basis meeting all HIPAA regulations.

I would like to thank you for taking the time to reading my letter, as I am confident I would be a beneficial contribution to your organization. I would be pleased and look forward to hearing from you for further discussion.

Sincerely,

Juan Nuñez