**Robert Smith**

**Data Center Technician**

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

I am a competent data engineer with an experience of four years in the corporate sector. I have led many technical projects along with my team to finish the project in a stipulated amount of time successfully. I am confident that I will full your requirement and bring a substantial amount of success to your company [XXX Company] as your new Data Center Technician.

I started out working as a junior technician at a corporate company right after my graduation. And since then, I have dedicated myself to improving my IT Computer networking. [XXX Company] has always been on its a-game when compared to its competitors. And I see myself to be more successful at your organization. At my previous employers [YYY Company] I was responsible for the following:

* Lead the team to not only back-up data regularly but also complete the task in a concise period.
* Scheduled optimal work for the team to maintain efficiency and showcase leadership skills.
* Prepared reports for superiors to analyse and check the progress.
* Adept at following instructions form superiors to collaborate and protect data.
* Always followed the rules and ensured all the systems are up-to-date and backed-up.

My dedication, leadership skills, along with my excellent technical skills, has prepared me to be organized finish work on time. I am confident that my addition as your new Data Center technician will add value to your exciting team. I will not only meet your expectation but also will be an excellent addition to your team.

Thank you for your time and consideration. I am looking forward to meeting you to discuss the position in further detail.

Sincerely,

[Your Name]

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