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| **robert smith**  **Telecommunication Engineer** | Phone: (123) 456 78 99  Email: info@qwikresume.com  Website: [www.qwikresume.com](http://www.qwikresume.com)  LinkedIn: linkedin.com/qwikresume  Address: 1737 Marshville Road, Alabama |

[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 apply with enthusiasm for the vacancy available with \*\*\*\* for the Telecommunication Engineer position. As a motivated, passionate, dedicated, and enthusiastic professional, I strongly want to join a reputed company like yours wherein my talent and skills will be enhanced as well as help contribute to \*\*\*'s mission as a company. My immense background in the telecommunications field complemented by my experience in my previous jobs will bring about a positive impact on your organization.

During my tenure at \*\*\* working in various positions, I have honed my documentation skills, communication skills, and functional telecommunication skills. While I was working as Telecommunication Assistant Manager at \*\*\* I was accountable for installing, maintaining, and repairing multiple telecommunication services and ensured productive solutions for customers of \*\*\* company. Here are some of my core areas of accountabilities and accomplishments I have to my credit –

* Servicing and supporting 300 staff across 3 campuses, and trained more than 100 employees in a span of 2 years.
* Installation, termination, and testing cabling and monitoring emergency technologies.
* My accomplishment lies mainly in project management where I made a major upgrade to \*\*\*\* systems, delivered the new system within 2 months, and saved almost 35% of the total projected cost.
* Installing telecommunications devices and equipment by complying with all safety codes always.
* Knowledge and expertise in scheduling and efficient routing.
* Performing diagnostic services post troubleshooting and then following up with the customers.
* Associating with customers and contractors as and when needed and providing instant solutions to every basic issue.
* Familiarity with the latest trends in the telecommunication industry, with proficiency in cloud-based services.

Mirroring your requirements, I can efficiently maintain, troubleshoot and program for all PBX systems, and associated devices. I have enjoyed working at \*\*\* and \*\*\*, and I would love to switch over to \*\*\* which is another stimulating environment that I long to work for. A review of my enclosed resume would be most appreciated. In the meanwhile, I thank you for your time and consideration.

Sincerely,

[Your Name]