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To whom it may concern,

I am writing to express my interest in the Computer Maintenance Technologist I position at Visayas State University, Main Campus, Baybay City. With a strong background in managing clinic operations, specifically in roles such as Front-Desk Officer, IT support, and Officer-in-Charge (OIC), I have honed the technical and organizational skills necessary to succeed in this role.

In my current position as the head of the clinic, I have developed a comprehensive understanding of IT systems, troubleshooting, and ensuring smooth daily operations. As the clinic's IT point of contact, I am responsible for maintaining hardware, software, and network systems, ensuring they function seamlessly. I have hands-on experience resolving technical issues, performing routine system checks, and updating software to maintain efficiency, all of which align closely with the responsibilities of a Computer Maintenance Technologist.

My position as OIC has also improved my capacity to solve problems and efficiently manage resources and personnel under duress. I have a strong foundation in managing technical infrastructure and putting preventive measures in place because I routinely coordinate with service providers for the maintenance of clinic gadgets and equipment.

I'm sure that my combination of leadership experience and technical know-how would make me an invaluable member of your team. I am thrilled about the chance to advance my knowledge in computer maintenance and help your company succeed going forward.

I appreciate you taking a look at my application. I'm excited about the prospect of talking about how my experience, education, and abilities might benefit your team.

Sincerely,

ABIGAIL LIPARDO