

**Mark Louise O. Bongcales**

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Dear Ma'am/Sir,

I am writing to express my interest in exploring potential regular employment opportunities with your office. With a strong electrical installation and basic electronics background, I am confident that my skills and experience will contribute positively to your office.

I am connected with the ICTMC as their Electrician and throughout my 6 years working in the department, I have developed a solid foundation in wifi installation, fiber termination, cabling, and troubleshooting. I also attended training to enhance my skills such as training in Tiling, Sealant application for Damage Mitigation and surface preparation, and wall plastering. Aside from the ICTMC job, I have worked also on a variety of electrical systems, including residential and commercial. My experience includes the installation of wiring, circuit breakers, lighting, and electrical panels, as well as troubleshooting and repairing electrical malfunctions and welding. I can also interpret blueprints and technical diagrams, ensuring that all installations are compliant with local building codes and safety regulations. With this hands-on experience, I am confident that my expertise and commitment to safety would make me a valuable asset to your team.

Aside from the electrical skills and knowledge, I have attended training and seminars outside this expertise. After passing the written exam last November, I gained a certificate for Operator Certificate/Station License for Amateur. I also attended training and workshops in Basic Life support, an Executive course on Incident Command Systems, and Snake Bite and Marine Aquatic Envenomation. I believe having these skills is necessary especially for field works where accidents are inevitable.

In addition to my technical skills, I am a diligent and reliable professional with a strong work ethic. I take pride in my ability to complete projects efficiently and safely while minimizing downtime for clients. I am also committed to continuous learning and staying updated with the latest industry trends and advancements in electrical technology.

I would welcome the opportunity to bring my experience and skills to your office and contribute to the continued success of your team. I have enclosed my résumé for your review and would be happy to discuss my qualifications further in an interview.

Thank you for considering my application. I look forward to the possibility of working with you and contributing to the organization's goals.

Sincerely,

Mark Louise O. Bongcales