Billy Bingley     236 Hamitup Avenue      Winnipeg MB R2G 1Z8

September 12, 2012

Rod Smith

Vice President

Duha Colour Services

750 Bradford Street

Winnipeg, MB

Dear Mr. Smith:

I am very interested in a Information Technology (IT) position with the Duha Colour Group because of its creative and progressive *lean* work environment where employees are empowered to make decisions to improve systems and processes. I offer my IT/web skills to a team that believes in the power and strength of its people.

I have recently completed a Computer Programming Degree at the University of Manitoba. I am prepared for any computer, networking, website, or technical challenge at your workplace. I am well versed in writing computer code, web design software, C++, and Macromedia/Adobe applications. I must admit I am a computer geek, but I also know the importance of working well with others and in developing proactive relationships with teammates and customers. I have always prided myself on being a hardworking honour roll student who prioritizes and works well with others. I have always had a unique interest in one of Duha’s worldwide strengths – *Lean Management.*

Since my grade 12 year in the entrepreneurial Career Internship Program at River Wood Collegiate, I have continued to participate in teamwork and communication activities that have built my confidence. One of my highlights in high school was completing an internship with the Manitoba High Schools Athletic Association (MHSAA) and developing its web site in consultation with the office team. I have improved my public speaking skills by completing Toastmasters Training while I completed my university education. I have been actively involved with the Canadian Manufacturers and Exporters (CME) team for the past two years, volunteering to help with the set-up and web site design of the DARE to COMPETE competition for high school students from throughout Manitoba. I enjoy giving back to the community and have enjoyed other volunteer experiences with the YMCA, the Canadian Council of English, and various conferences. I recently coached a group of grade 8 basketball players students from Goforit Elementary, the school that shaped many of my current values about teamwork, work ethic, and volunteerism.

Thank you for taking the time to consider me for an IT position in your organization. I’m confident that I can add value to your IT team in thoughtful and creative ways. Please contact me at 444-5555 or [billybingley@hotmail.com](mailto:billybingley@hotmail.com) to arrange for an interview at your best convenience.

Yours truly,

Billy Bingley

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Enclosure: résumé