

Sample Business Proposals



Technical Resume Sample

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February 3

Karl Davinski
VP Operations
Freydom Systems
1087 Daylight Place
Suite 902
Bellevue, WA 98502

Dear Mr. Davinski,

Please find enclosed my resume submitted in consideration for your position of Senior Design Engineer, as advertised in The Seattle Times.

I am an experienced software engineer with expertise in web applications and database design. My experience meshes perfectly with the requirements you listed in your ad. You can find more details about my skills and abilities on a website I've recently created: www.chadgallegos.com.

Although I am currently employed in a secure high-level engineering position at Sea2Sea Property Management in Portland, Oregon, my wife—also a software engineer—has recently accepted a position with a leading software company in Redmond. We plan to move our entire family to the Redmond/Bellevue area to be closer to her job and our respective extended families. Thus, no relocation expenses would be required and I could begin work in the very near future.

I hope to shake hands with you soon.

Sincerely,

Chad Gallegos
Senior Software Engineer
Sea2Sea Property Management, Inc.
555-555-1212
cg@sea2seapropertymgmt.com

EDUCATION

Degrees

WESTERN WASHINGTON UNIVERSITY, Bellingham, WA, 1993

BS Computer Science/ Web Design Minor

3.8/4.0 GPA

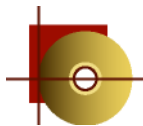
Senior Project – Developed website to package uploaded word processing files into electronic ‘manuals’ that could be downloaded in a variety of forms, including computer-translated audio files for blind users. (See www.chadgallegos.com to check out this project.)

BELLINGHAM TECHNICAL COLLEGE, 1988, Bellingham, WA

AS Computer Science

Seminars, Conferences, and Workshops Attended

- Ultra-Imaginative Uses for Visual Basic, 1997
- Multiple OS Software Development, 1997
- Year 2000 Traps and Tricks, 1999
- E-Commerce 2000, Technology Track, 2000
- Security Challenges of The World Wide Web, 2002
- Techniques of Data Mining, 2002
- Fundamental Approaches to Software Engineering for E-Business, 2004
- IEEE International Conference on Software Maintenance (ICSM), 2006
- IEEE/ACM International Conference on Automated Software Engineering 2007
- International Conference on Aspect-Oriented Software Development (AOSD), Industry Track, 2008





S A M P L E

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