**RESUME COVER LETTER**

Hector Silva

**[Insert Date]**

Dear Hiring Manager,

I am excited at the chance to become a Business Systems Analyst for Crossover Software. The fact that this position requires a combination of IT proficiency, organizational skill and business acumen makes it an excellent fit for me because these are precisely the areas of my expertise. I have a very orderly mind, and I enjoy structure and always approach problems systematically. I carry this knack for systematic thinking into dealing with technical IT problems as well as organizing people and managing business processes. Also, I simply take joy in being able to help others run and manage their businesses more effectively, so I believe that I can be of great value to Crossover's business clients.

My work history is loaded with a series of IT jobs that have provided me with wide knowledge and precious experience from which all business owners in our modern internet-centered age can benefit. My work at companies like Centurion Software has supplied me with a deep knowledge of programming languages, server administration, web design, networking and cybersecurity. For instance, after a network analysis, I was able to recommend updates that improved efficiency by 40%.

The skills I've learned are integral to any business's bottom like. Therefore, when working for Crossover and providing services to business clients, I will make it possible for them to track and improve crucial business metrics like bounce rates, conversion rates and employee productivity. With my effective and clear-speaking abilities, I will be able to explain everything to them that they will need to know.

Thank you very much for your attention. I appreciate your taking the time to examine my resume and determine whether I am truly suited to occupy this all-important role.

Sincerely,

Hector Silva