KYLE ROBERT BALITZ

COMPUTER / IT TECHNICIAN

COVER LETTER

10/12/2026

Hiring Manager
[Company Name]
[Company Address]

Dear Hiring Manager,

I am writing to express my interest in the IT Technician position at your organization. With over ten years of hands-on experience supporting hardware, software, networking, and digital systems, along with a CompTIA A+ certification, I bring a strong technical foundation and a proven ability to troubleshoot complex issues in fast-paced environments.

Throughout my career, I have supported a wide range of systems across Windows, Linux, and macOS environments. My work includes diagnosing hardware failures, resolving software conflicts, configuring Cisco switches and VLANs, imaging and deploying devices, and supporting users both onsite and remotely. I am comfortable working with enterprise tools such as ServiceNow, CyberArk, VNC, and deployment platforms, and I consistently maintain a methodical, detail-driven approach to problem solving.

In addition to my IT support background, I have extensive experience managing multi-device setups, AV systems, and digital production workflows. This has strengthened my ability to adapt quickly, learn new technologies, and support users with varying levels of technical knowledge. Whether assisting a single user or supporting a large-scale deployment, I focus on clear communication, reliability, and delivering solutions that restore productivity.

I am confident that my technical skill set, customer-focused mindset, and long-term commitment to IT make me a strong fit for your team. I would welcome the opportunity to contribute to your organization and continue growing within a professional IT environment.

Thank you for your time and consideration. I look forward to the opportunity to discuss how my experience aligns with your needs.

Sincerely,

Kyle Robert Balitz

CONTACT

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