Application for Technical Support Position

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[University Name]

[Department Name]

[University Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Technical Support position at [University Name] as advertised on [where you found the job listing]. With my background in IT support and a passion for helping others with technology, I believe that I would be a valuable addition to your team.

I hold a degree in [Your Degree] from [Your University], and have [number] years of experience in technical support roles. I possess strong troubleshooting skills, proficiency in various operating systems, and a commitment to providing exceptional service to students and faculty.

I am particularly impressed by [something you admire about the university or department] and am eager to contribute to [specific goal or project related to the position].

Thank you for considering my application. I look forward to the opportunity to discuss my qualifications further.

Sincerely,

[Your Name]