

Mathew Gordon
Hiring Manager
Dayjob Ltd
120 Vyse Street
Birmingham
B18 6NF

16th February 2012

Dear Mr Gordon

In response to the recent advertised position on the Dayjob.com website, please consider my résumé in your search for a professional Engineering Consultant.

You mentioned in your advert the need for candidates to have an ability to analyse large amounts of technical data and to provide detailed analysis and planning of new engineering facilities. I feel that with my three years experience as an engineering consultant at my present place of employment, I have all of these qualities and much more. You will see from my enclosed CV that I match your requirements precisely. Overall I have worked in the engineering industry for over 10 years and have extensive knowledge of machine breakdowns, fault finding, mechanical repairs and significant large scale project engineering exposure.

I am known for my excellent client-facing skills, and have participated in proposals and presentations that have landed six-figure contracts. I also excel in merging business and user needs into high-quality, cost-effective design solutions whilst keeping within budgetary constraints.

I see your vacancy as a unique opportunity to work in a high-class engineering department, & to benefit from the latest cutting-edge technology systems. I jump at the opportunity to gain experience with one of the most recognisable industry names in the world, and look forward to playing an important role in helping you to deliver the changes required to achieve your ambitions.

In summary, I am able to offer you company great enthusiasm, passion & strong capabilities for advancement in the engineering consulting industry. I thank you in advance for considering my application & I would very much like an opportunity to meet with you personally to discuss my candidacy further.

Yours sincerely

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