2448 Avatar Street, Sacramento, CA, 94567. 555-456-654-98. slimylenora@gmail.com

09 July, 2020

Mr. Barnabas

Infinite Ideas

Texas

Apple, CA 12345

Dear Mr. Barnabas,

My name is Lenora and I am a fresh graduate. The description you’ve outlined for the mechanical engineer position at Infinite Ideas strongly matches my qualification, especially sample designs of industrial machine components. So, I am highly interested in being a part of your team.

I have a B.Sc. in Mechanical Engineering from Stanford University. Over the years, I have been able to develop some ideas on an individual level which I trust will be beneficial to your organization.

I am abreast of the fact that Infinite Ideas has engaged in some really nice projects in the engineering sector. Especially with (project name or activity). As you can see, I can be a great asset in contributing to the goals of Infinite Ideas in the nearest future.

Thank you for taking time to read my application and for your consideration too. I would love to come in for an interview and I’m looking forward to hearing from you. It is obvious that a lot of applications have been sent in. So, I will check in next week if I don’t hear from you by then. Thanks again for your time and consideration.

Sincerely,

Lenora