July 24, 2018

Angelique Holden

* Sheet Metal Worker

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Cleveland, Ohio 44121

(216)526-2462

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Glen Shumate

Executive Vice President

Construction Employers Association

950 Keynote Circle, Suite 10

Cleveland, Ohio 44131

Dear Mr. Glenn Shumate:

I am pleased to submit this cover letter and resume as application to the entry Sheet Metal Worker position available at Construction Employers Association.

As a graduate of the SOAR program, I am eager to gain the knowledge and skills needed to perform successfully at an entry level position in the Construction industry. As a Sheet Metal Worker, I will learn how to inspect surfaces properly: paying close attention to details. Under your supervision, I will obtain the education needed to operate heavy machines and equipment used to cut, shape, bend, form, and weld metal pieces together. I understand that with this knowledge comes a responsibility to uphold: to follow the safety guidelines and regulations needed to maintain a safe work environment.

In addition, I have obtained the skills required to sustain a career in the Construction Industry. I am organized, energetic, flexible, reliable, focused, and love to work with my hands.

I am excited about this opportunity and look forward to hearing from you. You can contact me at (216) 526-2462 or angelique.holden2020@gmail.com anytime.

Sincerely,

Angelique Holden

Enclosure