Christina Smith

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7/24/2018

Construction Employers Association

950 keynote Circle

Cleveland, Ohio 44131

Dear Hiring Manger:

I am extremely interested in working for you and your organization as a construction worker. I feel that my problem-solving skills and my ability to work well with others make me a perfect candidate for this position.

In my previous employment as a kitchen manager, I gained key skills that pertain directly to the needs of your company – knowledge of safety regulations, high level of productivity, being a being a team player, dependable, able to meet tight deadlines and work in a fast-paced environment. In addition to my former experience, I have also completed an associate’s degree that helped me to gain math skills that are critical to being successful in a construction career. It is also important to be able to continuously be able to adapt to new situations and problems that may arise. I know that with all of these skills and attributes combined with my passion for building things, I will have a successful career in construction.

I hope this letter demonstrates that I would be a great fit to work in the construction industry. I am ambitious and capable, and it would be my pleasure to join your team. Thank you for taking time to review my resume. Please feel free to contact me if you require additional information or have questions. You may contact me at 216-266-1477 or christinaelsmith@gmail.com. I look forward to meeting you to further discuss this opportunity.

Sincerely,

Christina smith

Enclosure