

January 23, 2021
Openly Published Environmental Sensing Lab
200 Gilmore Annex
2650 SW Campus Way
Corvallis, OR 97331

To: OPEnS Lab Hiring Manager

RE: OPEnS Lab Student Pool

Dear Hiring Manager,

I've heard that the OPEnS lab is looking for mechanical engineers to help assemble projects. I believe that I would be a very good fit for this role. I have extensive experience with the assembly process. I have overseen the mechanical department on a robotics team shortly before becoming the team co-captain. In my role of mechanical captain, I was responsible for delegating fabrication and assembly tasks to other students. I was required to work with our design team to aid them in designing for manufacturability. This role required me to have a strong understanding of the assembly process and good communication skills.

More about myself, I am roommates and very good friends with one of your current employees: Colin Hale-Brown. This is how I heard that you were looking for mechanical engineers. In fact, I've worked with Colin before as he was the head of the design department on the robotics team I mentioned previously. I also want to mention that I am currently employed as tutor for the High School Equivalency Program (HEP) at OSU. Between us, I am looking to replace my current job should you decide to have me join your team. There is a chance I work both jobs but currently I am still working out those details. Please contact me if you have questions or if this is a problem, I want to be transparent about this. If you wish to contact my current boss, Bartolo Marquez, his contact information is listed at the bottom of my resume. However, I ask that you please inform me prior to contacting him since I would appreciate having the opportunity to inform him of my leave personally. Thanks for your understanding.

Beyond assembling products, I do have the skills and experience to help design, iterate, and professionally document. I'd be very eager to continue to stay with the OPEnS lab for tasks beyond assembly. From what I've heard and researched, a lot of the projects are very interesting, and I'd be thrilled to work with other students on these products.

Thank you for your consideration, I look forward to an interview,

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Dexter Carpenter
dextercarpenter1@gmail.com
carpende@oregonstate.edu
503-964-9532
Oregon State University – Mechanical Engineering Student
933 285 808