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**Kaleb Thomas Golden**

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607-873-4319

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March 16, 2020

To the Hiring Manager,

Thank you for the opportunity to apply for the Electrical Engineer College Intern role at your company. After reviewing your job description, it’s clear that you’re looking for a candidate that is extremely familiar with the responsibilities associated with the role and can perform them confidently. Given these requirements, I am confident that I have the necessary skills to do the job adeptly and fulfill the above expectations successfully.  
  
I am a hard-working recent college graduate (3.4 GPA, Bachelor of Science in Electrical Engineering) from Eastern Nazarene College. During my academic career I had the privilege of working for Eastern Nazarene College in an iDesk Worker role in my free time, where I learned valuable professional skills such as IT/IS, programming, and troubleshooting. I was also given the chance to participate in an internship with Outloud Productions where I learned valuable audio engineering principles, as well as excellent communication and active learning skills. In both my academic and professional life, I have been consistently praised as diligent by my professors and peers. Whether working on academic, extracurricular, or professional projects, I apply proven communication, teamwork, and creative thinking skills, which I hope to leverage into the Electrical Engineer College Intern role at your company.  
  
After reviewing my resume, I hope you will agree that I am the type of competent and competitive candidate you are looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization. Please contact me at (607) 873-4319 or via email at kaleb.t.golden@lions.enc.edu to arrange for a convenient meeting time.   
  
Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

Kaleb Thomas Golden

Enclosure

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