Dear HR Manager,

I humbly write to request for an opportunity to join your team of professionals as a Maintenance Supervisor/Manager in your organization with over ten years of experience in manufacturing environment.

I possess the skills and potential job requirements that will be very useful to your company's advantage. I am very hardworking, with operational, maintenance and documentation expertise with high level of accuracy. I'm very confident that my wealth of experiences from running and managing Injection machines, Blow molding machines toothpaste making, filling and packaging lines, and other utility equipment will be a PLUS in your organization.

I am a graduate of Electrical/Electronics Engineering, (B.Eng.), from Madonna University, Okija, with Second Class Upper Division. I have over ten years of experience in manufacturing; and presently working as a Senior Team lead. I'm open to learning new things and ready to make a difference if given a chance.

Please, find the attached: my Resume for your guidance, evaluation and reply. You can contact me through my email address - thywillassociates@yahoo.com or mobile phone number - 08036864002.

Thanks in anticipation.

Yours sincerely,

Thywill Okpara