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Jan 18th, 2015

Mr. Mathew Devine,
Recruitment Manager
Hydro One
483 Bay Street, 8th Floor, South Tower
Toronto, ON, M5G 2P5

Dear Mr. Devine,

I learned from the Hydro One website about your need for a Co-op/Developmental - Telecom Engineering - Electrical Engineer candidate at the Toronto location. I am very interested in this position with Hydro One, and believe that my education, my employment and my volunteer background are appropriate for the position.

You indicated that the requirement for the position is an excellent verbal and written skills as well as computer skills and I have them. I have demonstrated excellent technical writing skills in my first year technical writing course and finished with a B+ grade. As an electrical engineering student, I have a functional knowledge of Java, C and MATLAB as well as data entry skills using Excell from my previous job. In addition to these skills, I'm very hardworking, focused and dedicated. I have a good knowledge of circuit design and analysis as well as microelectronics and hope to offer this skill to your team.

I share Hydro One's passion for safety and I would love to be able to offer my experience from my project management and safety course which I finished with an A grade. In addition to my soft skills and management skills, my demonstrated ability to lead and motivate people will provide an invaluable addition to support the work at Hydro One. I'm very passionate about electrical engineering, very detail oriented and organized therefore I would love to play a lead role in building a bright future at Hydro One.

Attached is a copy of my resume, which more fully details my qualifications for the position.

Thank you for your kind consideration. I would be delighted to meet with you and elaborate on the details I have included in my resume.

Sincerely,
Linda Chigbo