Recruitment

The HR Manager

Sharpe Engineering

7 December 2015

Dear Sir / Madam

With reference to a suitable position for *Electrical Engineer*, please find my Resume attached towards application for the same. My professional experience outlined in the document involves many aspects of Electrical Engineering.

My skills (technical) and experience is as listed below.

1. Worked as a Consultant, Contractor and System Integrator within Electrical Engineering Control Systems and Building Services industry.
2. Expertise and knowledge in Process Control Systems, SCADA – CLEARSCADA, Vijeo Citect, VTSSCADA, MultiSmart controller (and other Pump controllers), Motors and Control sentres, PLCs / RTUs, HMI, Commissioning, Plant Automation, SQL and MySQL databases, Modems, Communication Networks, AutoCAD Electrical, customer support, Project Management etc. to name a few, I can fit in quite efficiently and easily within your organisation.
3. Experience with Xylem Water Solutions Australia Pty. Ltd involving aspects of control engineering with respect to Design, Installation and Commissioning, operation and maintenance, Motor Control Centres, Project Management, technical documentation and procedures, configuration and management software.
4. Supervision of Field Technicians, liaising with contractors and project managers for proper planning and programming, negotiations, risk management, problem solving and quality assurance, were a part and parcel of my work.
5. Knowledge of Computers and Information Technology.
6. Excellent written and verbal communication, leadership and teamwork potentials, problem solving and analytical skills, time management qualities, enthusiasm and commitment towards continued improvement and learning

I have also been assessed as a Professional Engineer by Engineers Australia and Australian Education International. Although I live in Brisbane presently, I can relocate to another city quite easily for a commensurate role.

Further details of my qualification and experience can be found in my Resume attached. I look forward to further discussing with you regarding the advertised position within your organisation at your earliest convenience.

Thanking you in advance for your consideration.

Yours faithfully,

Joseph T. Thomas

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