



Vinay Chithari  
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Construction Management Intern  
Estimation Intern

Dear Hiring Manager,

As an anticipated Dec 2024 Master in construction management candidate from the University of Houston, TX. I am extremely interested in pursuing an Internship opportunity with your organization as a Construction Management Intern or Estimation Intern.

Your organization's commitment to delivering results and creating value with transparency and integrity is especially appealing to me. The emphasis your organization places on client focus and entrepreneurial spirit is truly admirable. The diversity in the organization is something that stands out to me.

UH's Construction Management Program has combined my problem-solving and management skills with an advanced strategic understanding of client requirements and inspires me to make innovative approaches in Estimation and Construction Management. My passion for performance and my deep sense of responsibility will help me deliver the best results and I believe I would be a perfect fit for this role. The following represent selected attributes that qualify me as an ideal candidate for this position:

**Analytical Skills:** Planning project strategies, handling unexpected issues, and solving other problems arising in the construction project, estimating the cost, materials, and time to complete the project.

**Business Skills:** Address budget matters, coordinate, inspect the construction activities of workers, negotiate on cost matters, and established an effective relationship with staff.

**Customer Service:** Excellent customer service skills, maintaining direct contact with the owners, inspectors, and the general public. Effective relationships with them helped in generating more business opportunities by ensuring their needs are met.

**Communication Skills:** Clear communication with construction workers and explain complex information, discuss technical details with other building specialists as well.

**Leadership:** Manage the staff of workers, effectively delegate tasks to construction workers, other managers & sub-contractors, responsible for taking initiative, making effective decisions concerning the needs of the project, and communicating the same to the workers.

**Certifications:** [OSHA 30-Hour Outreach](#) Training Program.

Thank you for your time and consideration. I look forward to further discussing with you my enthusiasm for your organization and how I can be an asset to the firm. Please feel free to contact me at (346) 314-6486 or [chitharivinay@gmail.com](mailto:chitharivinay@gmail.com). I look forward to hearing from you soon.

Sincerely,  
Vinay Chithari