

Automation Engineer

[Date]

Dear Mr./Ms. Last Name,

[Name of person referring] suggested that I contact you regarding to the open [job title] position with [Company Name]. My educational background in [field of study], along with my professional experience, makes me an excellent candidate for this position.

Lorem ipsum dolor sit ametLorem ipsum dolor sit amet, consectetur adipiscing elit. Lorem ipsum dolor sit amet, consectetur consectetur adipiscing elit, sed do eiusmod tempor. You will see from the enclosed resume, I have more than [number] years of experience in the field of [area of professional expertise]. My resume shows that I have been consistently rewarded for hard work with promotions and increased responsibilities. These rewards are a direct result of my expertise in [area of professional expertise], my commitment to personal and professional excellence, and my excellent written and oral communication skills.

If you have questions, or if you want to schedule and interview, please contact me at [phone number], I look forward to meeting you to further discuss employment opportunities with [Company Name].

Sincelery,

Your Name Surname

To

Contacts

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