

Full Name  
111 Street Ave  
Los Angeles, CA 90024  
myemail@fake.com  
555-444-4444

12/22/2013

(Replace with Target Company Name)

RE: Propulsion Engineer Position

Dear Sir/Madam,

This letter is to express my interest in the position as Propulsion Engineer at (Replace with Target Company Name). I am very excited about this position. I think that my experience and skills make me an excellent candidate.

I have enclosed my resume to provide you with additional information on my employment history, background and past accomplishments. I am studying for a B.A. in Mechanical Engineering from the University of California, Santa Barbara. At UCSB, I took advanced coursework in aviation and engineering including: Rocket Propulsion, Aircraft Propulsion, fluid mechanics (intermediary), Feedback and Control Systems, Rocket and Aircraft Propulsion, Fluid Mechanics, Heat and Mass Transfer, Mechatronics and Thermodynamics. My last employer was Aircraft Maintenance Company where I used to work as an Airplane and Propulsion (A&P) Intern. I am certain that my prior experience gives me the skills required to be successful in this position.

My major accomplishments in school and at prior positions include:

- Being promoted to Assistant Manager after 2 months based on my reputation for being reliable and providing excellent customer service at Restaurant
- Establishing effective workarounds for difficult technical problems as an Airplane and Propulsion (A&P) Intern at Aircraft Maintenance Company
- Designing (using Solidworks), fabricating, and programing an autonomous robot for my Senior Design Project at UCSB

I expect to have a similar positive impact at your company.

I hope that you'll find my experience and interests intriguing enough to request a face-to-face meeting or a telephone interview, as I am confident that I could provide value to (Replace with Target Company Name).

Please call me at 555-444-4444, or email me at myemail@fake.com so we can discuss how my skills and experience can benefit you.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Full Name