

John Smith

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Myemailaddress@google.com in/John Smith

Contact Name

Title

Company Name

Address City, State Zip Code

[Date]

Dear Mr./Ms. Doe,

I was excited to see your job listing for the Manufacturing Foreman position at Eastward Strategies on Indeed.com. As a dynamic specialist with over three years of professional experience gathering manufacturing metrics, developing maintenance schedules for all manufacturing equipment, and liaising closely with sales to incorporate sales projections into the manufacturing process, I'm confident that I would be a valuable asset to the team at Eastward.

Your job listing mentions a need for someone who is experienced in maintaining manufacturing equipment, and developing matrices that monitor manufacturing productivity, both of which are areas in which I have extensive experience. I'm currently employed at Tetron Inc., where I've honed my skills in all areas of the manufacturing process. While employed here, I've spearheaded a new maintenance schedule that successfully increased our output by an impressive 13% over the course of six months, contributing substantially to the department's annual goals.

I'm confident that my proven track record of excellent work ethic, unparalleled attention to detail, and excellent maintenance record will make me an immediate asset at Eastward Strategies and allow me to contribute to the team's success.

I look forward to discussing the Manufacturing Foreman position and my qualifications with you in more detail. I'm available to talk at your convenience. I'll be in touch next week to follow up and to make sure you've received my application.

Thank you so much for your time and consideration.

Sincerely,

[Your Name]