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# Example of Bindery Cover Letter

527 Grant Terrace  
South Billy, TX 02029

**Dear Lennon Runolfsdottir,**

I am excited to be applying for the position of bindery. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for high level equipment knowledge and technical skill to support production operations.

Please consider my experience and qualifications for this position:

* Previous experience with a wide range of finishing and bindery equipment
* Good communication skills, written, read and verbal
* Previous mechanical experiences in the printing industry or industrial maintenance setting is preferred
* Experience and mechanical aptitude to operate equipment
* Thorough knowledge of the set up, operating requirements, procedures, capabilities and limitations of bindery machines to perform the full range of standard and specialized finishing of printed materials to complete a combined finishing product
* The willingness to work in a fast-paced environment
* MBO folders
* Large Polar Cutters

**Thank you in advance for taking the time to read my cover letter and to review my resume.**

Sincerely,

Finley Larkin