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# Example of Machine Operator Cover Letter

5358 Raynor Expressway  
West Margitview, VA 32748-7856

**Dear Bellamy Beahan,**

I would like to submit my application for the machine operator opening. Please accept this letter and the attached resume.

Previously, I was responsible for on-the-job training relating to DR Vault management, batch processing, online monitoring, and batch printing to other Operations staff members.

Please consider my experience and qualifications for this position:

* Reading and following work instructions
* Experience setting up and operating tube bending machines
* Able to pass a pre-employment drug test
* Office/Computer experience preferred
* Past manufacturing or machine operation or assembly experience is preferred
* Steal toed shoes
* Bend or stoop regularly
* Knowledge of related tools and gages (calipers, scales, air/height gages)

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

Sincerely,

River Mitchell