

# Assistant, Engineering Cover Letter

312 Afton PortEast Rossshire, MD 07172

**Dear Denver Lebsack,**

In response to your job posting for assistant, engineering, I am including this letter and my resume for your review.

In my previous role, I was responsible for maintenance and repair services for miscellaneous building repairs, doors, water distribution system, fire-fighting lines, water-proofing, sewage lines, and drains of all buildings.

My experience is an excellent fit for the list of requirements in this job:

- Provide support for scheduling and operation of laboratory equipment
- Maintain compliance with established laboratory health and safety guidelines, established methods/procedures
- Implement and maintain a chemical hygiene plan (CHP)
- Ensure that a review and audit of the CHP is performed at least annually, and revised as necessary
- Ensure all staff who will use NSMRL laboratory facilities are provided with information and training on the CHP
- Monitor procurement and disposal of chemicals in conjunction with the Environmental Management Officer of SUBASE New London and the NSMRL
- Conduct pre-operational surveys of all new laboratory operations using hazardous chemicals
- Review SOPs for all laboratory operations involving hazardous chemicals

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

Sincerely,

Quinn Bruen