

# Shop Cover Letter

4237 Bernadine ParkwaySouth Ceola, NH 15182

**Dear Dylan Okuneva,**

I submit this application to express my sincere interest in the shop position.

In my previous role, I was responsible for demonstrations to train and teach individuals regarding use of the shop or specific processes/equipment.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Fluent English language skill is preferable
- Registered Technician Certificate if applicable
- General knowledge of hand/power tools
- Skilled in operations of automated machinery, including a Chicksan iron
- Takes instruction and lead from Fleet Manager
- Supervise up to 11 mechanics and 1 Parts Clerk
- Help by performing duties of lesser skill, such as supplying or holding materials or tools, and cleaning work areas and equipment
- High School Diploma or hold GED certificate

**I really appreciate you taking the time to review my application for the position of shop.**

Sincerely,

Jordan Parker