

Utility Technician Cover Letter

10861 Jeromy PortsCharlottbury, WV 71832-4690

Dear Corey Ondricka,

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

In the previous role, I was responsible for assistance to the logistical services in processing of equipment and tracking equipment statuses and history in customer databases.

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:

- Eligible for company annual bonus program
- Knowledge of Cal OSHA occupational safety regulations
- Knowledge of specialized departmental equipment including what is used in floor care services including scrubbers and buffers
- Demonstrate organizational, problem solving and common sense skills
- Knowledge of tools and equipment common to the surveying trade
- Good communication and customer service skills to act responsively to customer inquiries and requests, and escalate the more difficult matters appropriately
- Knowledge of MS Word, PowerPoint, Excel, and Outlook
- Knowledge of process equipment and utility systems (hot & cold water systems, pumping systems, steam systems, steam traps, PRV stations, water treatment equipment) that incorporate pneumatic and digital control systems, HVAC Systems, and computer-based Building Automation System (BAS)

Thank you for taking your time to review my application.

Sincerely,