

Raheem Richardson

example@myemail.com

(098) 765-4321

456 My Street, San Diego, CA 76543

Carol Greene

Tactical Air Support Inc.

123 Your Street,

Houston, TX 12345

(123) 456-7890

example@youremail.com

Dear Ms. Greene:

I'm interested in applying for the mechanical engineer position with Tactical Air Support Inc. During my time with Modus Manufacturing, I managed a project to streamline the prototyping process. This resulted in an overall cost reduction of 32% without compromising output quality. I'm confident I can achieve similar results for your engineering team in this position.

I understand your company is searching for an inspiring leader with a detailed knowledge of the latest developments in aircraft mission systems. My recent accomplishments demonstrate that I have the necessary skills and experience to support your aircraft production team. Some of my past successes include:

- Developed an innovative weight prediction protocol that was featured in five major aeronautical publications in 2020
- Spearheaded initiatives to streamline the prototyping process and fine-tuned performance modeling techniques, which reduced annual production costs by over \$1.5 million per year
- Achieved a bronze RAeS Medal for pioneering work on wind tunnel testing

I look forward to speaking with you further about how my engineering background can help Tactical Air Support continue to grow its reputation as a global leader in

military aircraft design. You may contact me via phone or email at your convenience. Thank you for your time and consideration.

Best regards,

Raheem Richardson