

# Erika Wisniewska

example@myemail.com | (098) 765-4321

456 My Street, San Diego, CA 76543

---

Ms. Saanvi Khatun  
Restaurant Depot  
123 Your Street,  
Houston, TX 12345  
(123) 456-7890  
example@youremail.com

[month, day, year]

Dear Ms. Khatun:

I'm a stand-up forklift operator with six years of experience performing injury-free heavy-load lifting and moving in warehouses. I would be very interested in applying my skills in your advertised Forklift Operator role.

I've become an expert at operating and maintaining stand-up forklifts throughout my career. My credentials and focus areas include the following:

- Committed to upholding high standards of workplace safety and security
- Adept at using both manual and automatic stock locator systems and RF scanners
- Package stock carefully for transit to protect against damage and pests
- Enjoy the challenge of collaborating on a team to meet time-sensitive goals

This is just a sample of the skills I offer. The enclosed resume contains a full overview of my experience.

I would welcome the chance to discuss my qualifications further. Please call or email me to arrange an interview. I will follow up with you soon to confirm you received my resume and see if you have any initial questions. Thank you very much for your time.

Sincerely,  
Erika Wisniewska