Andrew Metzler

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502-876-1231

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March 28, 2019

John Braun

Braun Northwest

150 Northstar Rd.

Chehalis, WA 98532

Dear Hiring Committee,

I am interested in the Parts Assembler position at Braun Northwest. Throughout the years, I have acquired knowledge and skills in maintenance, construction, Engineering and trouble shooting not only through my past jobs, but in my schooling as well. At my previous job I was responsible for maintenance, running equipment and keeping inventory on parts. These are all valuable skills that will translate into my future career.

Having past experience in assembly and design, I believe that I meet many of the responsibilities that this job is requiring. The skills that I have not yet learned will come fast with my can-do attitude. Examples of other skills I have acquired are attentiveness, patience, time management, communication and teamwork. I am highly capable of handling any task given to me, and am always excited to take on new tasks.

Braun Northwest values people with integrity, responsibility and accountability. I believe that these moral values relate very well with myself, making me a great addition to this company. During my time at past jobs, I was promoted and given tasks that were beyond my position level. This is due to my eagerness, willingness to learn and my ability to take responsibility. I am very capable of using small tools, lifting and holding objects above my head, sitting and crawling in order to complete tasks and using math skills to accomplish the job.

I am available by mobile phone (502-876-1231) or email, (andrewmetlzer007@twc.com) anytime of day. I look forward to hearing from you and discussing a time to meet for an interview.

Sincerely,

Andrew Metzler