

123 Brookside Lane
Prattsburgh, NY 14873

October 25th, 2014

Ms. Betty Rubble
Human Resources Manager
Bedrock Quarrel and Gravel Company
140 Boulder Avenue
Bedrock, NY 14872

Dear Ms. Rubble:

This letter and the attached resume serve as my application for the Heavy Equipment Operator position at Bedrock Quarrel and Gravel Company. After speaking with Sylvester Slate on October 15, I believe my skills and experience are a great fit for this position.

I have a valid New York State commercial drivers license, so I can transport heavy equipment to and from work sites. I have also attended more than two hundred hours of safety training for the operation of heavy equipment. My safety record during the six years I have been operating heavy equipment is unblemished. Communication is key to a safe and productive work site. I am astute at identifying changes on a work site that can impact safety. I also understand the need to communicate that information, and have the communication and interpersonal skills to effectively communicate with all levels of personnel from flaggers to engineers and foremen.

I would enjoy speaking with you to discuss, in detail, how I could make an immediate contribution to your company. I will follow up in one week to see if there is any additional information you would like me to provide and answer any questions you may have.

Sincerely,

Julian Winegarde

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