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March 31, 2022

Debbie Dorman  
TLD Human Resources Manager  
805 Bloomfield Avenue  
Windsor, CT, 06095

Dear Ms. Dorman,

I've wanted to be an engineer since I was in the fifth grade. I learned what it takes from the conversations and example of my father and grandfather, both chemical engineers. I know from their experiences as well as my own that engineers must be inquisitive, natural problem-solvers, and must always be anticipating what comes next.

My experiences as a student, an intern, and a college athlete have provided me with the skills and work ethic that I know will make me a valuable asset to your organization. As a process engineering intern at Dennis Group LLC, I had the unique opportunity to assist in the planning, design, and construction of multiple food manufacturing facilities.

I would love nothing more than to begin my career working at TLD. You will find that I don't exaggerate when I affirm that I am hard-working, dedicated to a task, and open to new proposals and ideas. I find it easy to interface and collaborate with others, and have always gotten along well with co-workers. My moral upbringing and supportive family have instilled qualities such as honesty and integrity into my character.

Engineering is the foundation of our economy and prosperity, and I promise to give my every effort and beyond to keep your mission and goals as my guiding principles. I know well that to be successful requires focus, tenacity, and above all thorough knowledge of the project at hand. It would be a privilege to discuss the manufacturing process engineering position at TLD in more detail with you at your earliest convenience.

Thank you so much for your time and consideration.

Sincerely,

*Elizabeth Graves*

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