

LUCY PARRY

Manufacturing Engineer
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January 11, 2021

AGATHA BRYANT

Senior Hiring Manager
Invitae
(111) 222-3333
abryant@email.com

Dear Ms. Bryant,

Reducing product defects by 43% and cutting manufacturing costs by 25% were two of my most significant career achievements in 2020. I am excited to achieve similar triumphs in an engineering role at Invitae.

With three years of experience improving productivity and product quality in my current role, I am attracted to Invitae's excellent reputation for improving health care using perfectly-engineered medical products. I believe that my dedication and attention to detail will make me an asset to the Invitae team. Some of my previous successes include:

- Spearheading a machine redesign project that increased output by 43% in 2020
- Applying Lean Manufacturing methods to cut cycle time by 39%
- Generating 23 system improvements that reduced client complaints and returns by 30%

I look forward to scheduling a meeting to discuss how my previous experience and technical knowledge can further Invitae's goal to enable outstanding medical care for countless patients worldwide. Please feel free to get in touch to arrange a convenient interview date.

Sincerely,

(Insert Signature Here)

LUCY PARRY

P.S. I would love to explain why I was named the highest-performing newly-qualified engineer in my company in 2018.