

## **Edward Stephens**

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Carol Greene  
Talent Specialist  
Tactical Air Support Inc.  
(555) 666-7777  
c.tidy@youreemail.com

Dear Ms. Greene,

In 2020, I managed a project to streamline the prototyping process at my company. This resulted in an overall cost reduction of 32% without compromising output quality. I hope to lead the engineering team at Tactical Air Support to achieve similar triumphs in 2021.

I understand that your company is searching for an inspiring leader with a detailed knowledge of the latest developments in aircraft mission systems. My recent accomplishments demonstrate that I have the necessary skills and experience to spearhead your aircraft production team. These include:

- Developing an innovative weight prediction protocol that was featured in five major aeronautical publications in 2020.
- Fine-tuning performance modeling techniques to increase accuracy by 45%.
- Receiving a bronze RAeS Medal for my pioneering work on wind tunnel testing.

I would like to discuss how my extensive experience can help Tactical Air Support continue to build its reputation as a global leader in military aircraft design and manufacture, and I am available to meet at your convenience.

Sincerely,

Edward Stephens

P.S. I would love to tell you why I was named one of AEROSPACE Magazine's top five visionaries in 2019!