

JERRY CASWELL

Construction Worker 82 Acre Road, Cedar Rapids, IA 52338 Jerry.Caswell@youremail.com (284) 593-2846

June 2nd, 2021

SARAH SHAW

Senior Hiring Manager
Ahrens Construction
(284) 746-8165
Sarah.Shaw@Ahrens.com

Dear Ms. Shaw,

As a construction worker with eight years of industry experience, including power tools and team leadership experience, I have built a reputation as a knowledgeable and highly skilled worker. My dedicated work ethic and unique set of skills are qualities I hope to bring to the team at Ahrens Construction.

Ahrens construction is known for its exceptional working standards, highly experienced team, and dedication to reconstructing derelict buildings in the Cedar Rapids area. This ethos is what initially piqued my interest in the company.

As well as my extensive experience, some of my workplace achievements also hold me in good standing for this role. These achievements include:

- Assisted the project manager in leading a team of 30+ construction workers on a \$1 million retail project
- Maintained a 100% safety record for eight years
- Trained five new construction workers

With my construction expertise and leadership experience, I think I would be an excellent addition to the Ahrens Construction team. For that reason, I would like to set up an interview to discuss my skill set further. I am available for an interview at your convenience.

Kind regards,

(Insert Signature Here)

JERRY CASWELL

P.S. I'd also love the opportunity to tell you about how I have been voted employee of the month 12 times in eight years!