Name of the Applicant  
Contact details  
Email address

Date

Dear Hiring Manager,

I am pleased to write this cover letter for the position of Electrical Engineer in your company (name of the company). I have always been a big fan of the motto of your company. There are very few other companies in the business today that give priority to costumer satisfaction. I have always been an advocate of the fact that a company cannot progress if it does not focus on their costumer needs and issues. For a company to have a better growth and good reviews it is necessary that it makes dealing with the issues faced by their clients their priority.

I have also had a few friends who either had earlier worked in your company (name of the company) or are currently employed in (name of the company). I have always seen them admiring the work environment of the company which has actually boosted my interest in applying for this position of Electrical engineer at (name of the company). I would be honored to actually work in your company and learn new knowledge. I have always craved for new stuff and experiences.

From very early of my childhood I have been interested in mathematics. I have always dreamed of becoming an engineer. When I went to high school, I became aware of the global issue of sustainable energy production. I then decided I would be an electrical engineer and assist the mankind in producing sustainable energy. I did my graduation degree from (name of the university). I completed my degree with a distinction. My professors always admired me for my creative and hard-working nature. I have always worked hard for completing every task that I was assigned. This hard work payed me off as I was given higher score than the rest of the students every time, I submitted my assignments.

I am also punctual in nature and this is the reason that I always try to complete the tasks assigned to me beforehand and this not only help me relieve my stress of approaching deadlines but also it gives me an extra time to go through my assignment once again. This habit of proof reading has helped me a lot not only in my student life but also in my professional career. After completing my bachelors from (name of the university) I took admission in (name of the university) for completing my masters in (name of the degree). I completed my post graduate degree while I was on a scholarship. (name of the university) offered me a scholarship based on my previous performance in bachelors.

After completion of my studies I started my job as an electrical engineer in (name of the company). During the tenure of my job as an electrical engineer in (name of the company) I was responsible for a number of different tasks. Some of these tasks included complete testing and evaluation of electrical systems, designing methodologies for projects, collecting the data by various means, checking the data for any forging, Analyzation of data and preparation of reports. Apart from all these responsibilities I was also responsible for training other technicians and making sure that everyone working under me follows the work ethics and company rules.

At the end I would like to thank you for considering my application for the position of Electrical Engineer at (name of the company). I would love to share with you more about my responsibilities at (name of the previous company). It would be an honor for me to use my skills and previous experience of (number of years) of working as an electrical engineer in (name of the company) for the betterment of the humankind as well as for generating the revenue for the company.

Yours Sincerely,

Name of the applicant