

BADAL BARMAN

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Date

Recipient

Title

Company

Street address

City, county/region, postcode

Dear Hiring manager,

As a hardworking individual with a deep interest in working in the production arena, I am applying for a factory worker job at **Pace Industries**. I offer a high degree of professionalism, resourcefulness, and dedication.

Specifically, the following skills make me an excellent contender:

1. Performing molding, assembly, and packaging machine operations
2. Handling finished materials within appropriate storage areas
3. Following all company work and safety rules
4. Loading and unloading parts as well as finished products
5. Keeping the work area clean
6. Adhering to quality control standards and procedures used in factory settings
7. Working effectively in a team environment

Furthermore, I am eager to make the most of my dexterity in a fast-paced environment. Owing to my exceptional attention to detail, I will be able to perform repetitive tasks perfectly. Above all, My teachers commended my ability to take and follow instructions. Another key point of my candidacy is great eye-hand coordination, which helps me to perform the job perfectly and timely.

In any event, I am willing to work flexible hours as well as be available for overtime.

I'd like to meet with you in order to further discuss my attributes in relation to your needs. For this reason, I will call you next week to answer your questions and hopefully set up a mutually convenient meeting date and time. Meanwhile, I can be reached at (000) 258-8547.

Thank you for your time and consideration, and I look forward to hearing from you.

Sincerely,

BADAL BARMAN