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Steve McDonald
ABC Construction
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Dear Mr McDonald

On the recommendation of Patrick Green who I met while working on the Axl Estate in Westmeadows, I am writing to express my interest in any upcoming positions with ABC Construction. I have just completed my carpentry apprenticeship, and I am now looking for an opportunity to broaden my experience with a large residential construction company such as ABC Construction.

I completed my apprenticeship with Skilled Construction, which is a small company. During my time there, I was able to gain hands-on experience of all facets of building, but mainly focused on framing (including steel) and cladding where precision and skill with measurements was particularly important. My strengths also lie in being able to read and interpret plans and drawings.

As a result of recently completing my apprenticeship, I have an up-to-date and clear understanding of the current WHS requirements and hold both a white card and Elevated Work Platform Operators card. I also have my own tools, current probationary driver licence and reliable vehicle (ute).

In addition to developing my building skills, I am also keen to take on more responsibility through communicating with customers. I would also like the opportunity to work with designers and understand that at ABC there is large, diverse team. I work well with others, which has been further developed through playing football; however, I also enjoy taking responsibility and working independently.

As Patrick will attest, I am a good problem solver and work well to deadlines, which I understand would be very important for a well-known company such as ABC Construction. I appreciate that maintaining a good reputation in the competitive building industry is essential. I would support this through my strong work ethic.

Thank you for taking the time to read my application. Please find attached my CV. I hope to have an opportunity to meet with you to discuss how I might contribute to the ABC Construction team.

Yours sincerely,

Casey Brown