Ali Akbari

Your Address

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May 13, 2020

Attn: John Peters

Company B

#1200-1067 Mountain View,

Vancouver, BC V7C 1T8

RE: Job ID 5704: Client Services Support Manager

Dear Mr.Peters,

< Highlight where you noticed the job and your visa status >

I am sending you my resume for consideration for the position of . . . I came across this position on . . . website and felt my qualifications and background were well suited to the position. I am currently in IRAN.

<Show how you have the relevant skills and experience to meet the highlighted job requirements >

As a graduate of Mechanical Engineering from the Cork Institute of Technology in Ireland, I have gained some valuable experience in both the academic and professional settings. During my education I worked on a number of design projects from development stage to validation. These projects gave me excellent knowledge of computer-aided design and management, using packages such as AutoCAD and Microsoft Project.

My experience as a mechanical engineer with a construction and cost management company allowed me to develop my mechanical and electrical construction cost estimation and budgeting skills. Additionally, I have six months’ experience working in the supply chain department of a multinational firm. This role gave me an insight into maintaining effective relationships with clients and suppliers, which I believe will allow me to thrive in the position as Project Coordinator.

< Ensure you research the company and provide content on why you would like to work for them. Try to relate this back to your skills and experience >

Finally, I am a member of Engineers Ireland, which is recognized by the [Association of Professional Engineers and Geoscientists of British Columbia](http://www.engineerscanada.ca/e/co_cms.cfm). Please don’t hesitate to contact me if you have any questions. I look forward to hearing back from you.

Yours sincerely,

Ali Akbari