

## JEREMY SHELDON

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June 15, 2015

Dave Pilling  
Manager  
Tough Rig Precision  
Brighton, ON  
K8N 6Y9

Dear Mr. Pilling:

My prior work experience along with my recent education make me a strong candidate for the Skilled Maintenance Professional position with Tough Rig Precision as posted on the Loyalist College Career Portal.

As a recent graduate of the Mechanical Techniques program at Loyalist College, I have learned that success in the maintenance field depends on several factors. These include the ability to troubleshoot faulty and malfunctioning equipment, maintaining machinery and supervision of maintenance programs.

Throughout my career I have acquired a variety of skills that compliment my education. Working as a Millwright Assistant and a Production Team Member I was responsible for operating and maintaining shop machinery, using precise measuring tools to ensure quality, and maintaining a safe and clean working environment.

Thank you for your time and consideration. I hope to hear from you soon and welcome the opportunity for a personal interview.

Sincerely,

*Jeremy Sheldon*

Jeremy Sheldon

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