

Civil Engineering

504 Lincoln Drive
Storrs, CT 06268

September 20, 20XX

Ms. Lizzie Dovich
Recruiter-Woodard & Curran Engineering
41 Hutchins Drive
Windsor Locks, CT 06002

Dear Ms. Dovich,

After discovering Woodard and Curran's Engineer-2 posting on UConn's HuskyCareerLink website, I would like to take this time to illustrate my qualifications for the position. In May, I will be receiving my Bachelor of Science in Civil Engineering. With an educational background in Civil Engineering and substantial relevant work experience, I am confident that I can make a successful transition into the position you are looking to fill. Specifically, the interpersonal, communication, and analytical skills that I have developed during this time will allow me to thrive at Woodard and Curran.

Working for Monmouth Construction Company for the past three summers was an excellent experience to see—and be a part of—many civil-engineering operations. As a company with a variety of services, I had a versatile job in which I participated in bridge design and construction, wastewater management, and water resource utilization. I often collaborated with engineers, vendors, and the town officials in charge of the day-to-day construction to ensure that tasks were completed in a timely and efficient manner. Additionally, the ability to not only accurately read blueprints, but modify them using ArcGIS Software was a frequent responsibility of mine. This required a great deal of organization and detail-orientation since these blueprints were imperative for construction development. I completed a wide multitude of hands-on projects during my time at Monmouth Construction. For example, onsite water testing was extensively performed to evaluate the composition of the wastewater; these findings were analyzed and then compiled into technical reports to be presented to my supervisors. Other projects were geared more towards construction purposes such as cement laying and fencing, which allowed me to participate in simple yet crucial tasks needed for almost any civil engineering project.

Through schooling and professional experience, I have developed the many skills that Woodard and Curran desire for the Engineer-2 position. Because of this, I would prove to be a valuable asset and relish the opportunity to discuss this further in person. Please feel free to contact me with any questions at terry@gmail.com or (860) 486-1234. Thank you for your consideration.

Cordially,

(Signature)

Terry Student