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| **Robert smith**  **Factory Worker** | **Phone**: (123) 456 78 99  **Email**: info@qwikresume.com  **Website**: [www.qwikresume.com](http://www.qwikresume.com)  **LinkedIn**: linkedin.com/qwikresume  **Address**: 1737 Marshville Road, Alabama. |

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

I am extremely excited to come across this opportunity to apply for the job profile of Factory Workerin your esteemed organization.

I am a dedicated worker passionate about the job entrusted to me. I make sure that all the projects are completed on time. I have worked at the same position for 3 years now and have experience and expertise in handling factory-related activities.

In my current job, I am responsible for feeding materials into the machinery, assembly line, packaging and storage of items. I have also worked a supervisory position and have cross trained in quality checks to ensure that production runs smoothly.

This previous experience has helped me in being trained technicians deliver the best results through expertise in -

* Monitoring the overall production process.
* Focusing on quality control and supervision.
* Carrying out the basic quality and testing procedures as specified by the supervisor.
* Storing goods and raw material into the warehouse.
* Using lifting equipment and forklift trucks to fulfil orders.
* Packaging the goods for shipment.
* Maintaining work areas, inventory and equipment.

I would like to Thank you for taking time to consider my application for the above-mentioned position in your organization. I look forward to having a detailed discussion on this job profile and how I plan to contribute to the to the organization’s overall goals.

Please find attached my resume for your kind perusal.

Looking forward to your reply.

Sincerely,

[Your Name]