

**Robert Smith**

**Heavy Machine Operator**

[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],

Upon learning of \*\*\*\*’s requirement for the Heavy Machine Operator role, I hastened to apply right away. With a mix of operating skills and physical endurance, I am positive that even though I have only two years of experience, I can be the right person to be hired, as I have the necessary background and heavy machine operating knowledge needed for this position.

I have completed my diploma from \*\*\*\*University, and I am also currently pursuing my online certificate course in construction technology, and have experience working as an intern with \*\*\*\* for the past two years. My internship at \*\*\* proved to be highly beneficial for this role. While my resume gives a detailed picture of my portfolio, here is a quick look into my core competencies and areas of responsibility –

* My career spans working since \*\*\* for \*\*\* wherein in discharged duties like – operating all heavy equipment like bulldozers, cranes, and earthmovers, and driving the equipment while adhering to all safety protocols and regulations
* Well-versed with the rule and regulations of local construction laws, and committed to punctuality, and safety
* Taking pride in my academic achievements mainly in \*\*\*, \*\*\*, and \*\*\* areas, which will be useful to enhance negotiation, leadership, and delivering quality workmanship.
* Demonstrable abilities to operate heavy equipment for lifting, moving, and placing equipment and materials while meeting tight deadlines
* I have a thorough knowledge of maintaining and controlling heavy machinery equipment, and I have worked in this capacity handling a variety of building and construction machinery and equipment systems.

Thank you for taking the time to review this letter and application. I look forward to meeting you at your earliest convenience. Thank you for your time and consideration.

Sincerely

[Your Name]