**Robert Smith**

**Manual Labor**

**1737 Marshville Road, Alabama, (123)-456-7899, info@qwikresume.com www.qwikresume.com**

[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],

In response to your job ad advertised in the \*\*\* for the post of a new Manual Labor, I am writing this letter. As per my knowledge, \*\*\*\* has been known to treat Manual Labors with respect and have a competitive pay scale, which entices me to apply for this role. I believe that my experience and ability to complete various tasks assigned to me in the given time will make me the ideal fit for this role.

Over the years, I have worked at \*\*\* developing my construction and equipment handling skills. In various roles, I was accountable for general construction, operating certain heavy machinery, mixing materials in correct promotion, etc. Throughout my career, I have always given priority to the quality of work done and the safety of everyone on the construction site.

Having said this, I would like to present below some of the highlights of my qualifications:

* Excelled in heavy labour positions in firms like \*\*\*\*\*\*, \*\*\*\*\*\*.
* Good physical strength and stamina.
* Flexible in working different shifts and timings.
* Worked effectively and collaborated with engineers, architects, and other construction crew members.
* Near-perfect attendance was maintained in my previous job.
* Knowledge of loading and unloading materials and debris.
* Heavy duty vehicle driving skills and a valid license.
* Maintained a safe working environment always.

My proven ability to multitask as well as perform various kinds of tasks, along with my solid skills in time management will contribute immensely to the success of \*\*\*. Looking forward to speaking with you soon.

Thank you for your time and consideration.

Sincerely,

[Your Name]