**Robert Smith**

**Mechanical Drafter**

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[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 writing this letter and submitting my enclosed resume to express my deep interest in the Mechanical Drafter role that you have posted on your career page. I believe that my diploma in \*\*\*Engineering along with my experience as a mechanical drafter positions me in a place where I can provide immense support to your team, and accomplish your objectives and goals.

With more than 10 years of experience in mechanical drafting, I have exceptional knowledge of CAD and drafting techniques. I take pride in my exceptional talent for fresh sketches and tracing finished drawings on paper. My ability to work in a team setting enables me to claim this role in your company. A quick brief into my work history to show the contributions I can bring to \*\*\*\* include –

* A lot of exposure to drawing sketches, analyzing specifications, designing full-size blueprints, and assessing the components that affect the procedures
* Worked as a Mechanical drafter for the past 5 years, and gained broad knowledge in AutoCAD Software.
* Worked with several projects including small residential addition to a large-scale commercial building, wherein I was responsible for everything from basic blueprint drafting to complex piping diagrams
* Gained experience with other drafting software such as \*\*\*\* and \*\*\*
* Experience in handling junior drafters and skills to motivate them

My Architectural degree is another area where I trust that I can contribute immensely to your team. I graduated from the \*\*\*University, and am among the top5% performers list. I have also volunteered at the college Engineering design center, which enabled me to gain real-time experience as I worked with a group of architects and engineers. I look forward to hearing from you soon. In the meanwhile, I thank you for your time and consideration.

Sincerely,

[Your Name]