**Robert Smith**

**Welder**

[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 Welder, I am writing this letter. As per my knowledge, \*\*\* has been a pioneer in quality service and is a leader in all welding services, and this is one of the main qualities of your company that I have always admired and wanted to work for. I am confident that my skills and abilities, which I’ve honed during my three years of experience as a Welder can be a significant asset to your organization.

Over the years, I have worked at \*\*\* as a Welder, where I have honed my skills, such as surgery welding, analysis of products, and accuracy. Despite being committed to work, throughout my career, I have also always given priority to me as well as my teammates' health and safety at the workplace which earned me an \*\*\* award in the \*\*\* year.

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

* I have mastered the principles, techniques, and tools of various forms of welding.
* I have analyzed designs and diagrams routinely to make the designers' blueprints a reality.
* I earned welding certification from \*\*\*\*\*\*\*.
* Due to the quality and quantity of production I achieve, I constantly got pay raises in my previous job.
* I am known for analyzing and selecting source metals without making any compromise on the quality yet within the stipulated budget.

My proven ability to deliver quality output, as well as work in a dedicated manner, will contribute immensely to the success of \*\*\*.

Looking forward to speaking with you soon. Thank you for your time and consideration.

Sincerely,

[Your Name]