

Cover Letter #3 Comparsion Style

DONOVAN REECE-SMITHSON
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September 2, 2003

Mr. Lester R. Wiley
Manager – Engineering & Product Design
The City of San Diego
P.O. Box 12
San Diego, CA 92112

Dear Mr. Wiley:

In response to a recent advertisement for a Senior Project Engineer in the September 1st publication of the San Diego Union-Tribune, I have enclosed my resume for consideration. This sounds like an exciting opportunity and the position requirements align very well with my qualifications and experience:

Your Requirements:

BS – Mechanical Engineering

Project Management

Program Development

Quality Control & Safety Standards

My Qualifications & Experience:

BS – Mechanical Engineering – Michigan Tech University

Professional experience encompasses 7 years of project management with demonstrated ability to independently handle major projects while providing technical direction to junior engineers.

Implementation of a re-design for SAIC of the TLXK-22 control system which has proven to be an asset when working on our recent \$6 million contract for power systems.

Recognized for philosophy and methodology of TQM for product and design. Practical application of statistical techniques for design, control charting and variance analysis, instrumental in creating quality program which incorporate safety standards.

I am confident that I can provide the kind of leadership you are seeking. Additional qualifications include excellent written and interpersonal communication ability. It would be a pleasure to meet with you at your earlier convenience to further discuss your needs and my background. I will phone you at the end of the week to arrange a meeting. Thank you for your consideration.

Sincerely,

Donovan Reece-Smithson

Enclosure