

Karan Norman

☎ (312) 555-1234 ✉ karan.norman@example.com 🌐 <https://linkedin.com/in/karannorman>

📍 1234 Maple St, Chicago, IL 60601

JULY 04, 2026

Hiring Manager
Christopher B. Burke Engineering, Ltd.
Rosemont, IL

Dear Hiring Manager,

I am thrilled to apply for the Civil Design Engineer position at Christopher B. Burke Engineering, Ltd., where my extensive experience in civil engineering principles has sculpted my career, making me a perfect match for this role, particularly due to my solid foundation and innovative problem-solving approach.

Collaborating with teams, I have developed stormwater management systems that bridge community needs with sustainable practices, showcasing my knack for merging diverse engineering dimensions into cohesive, effective designs.

My time as a Civil Engineering Intern involved conducting crucial design and analyses, where I learned to apply intricate calculations to real-world projects, honing communication skills while collaborating closely with cross-functional teams.

Despite my hurdles in adjusting to team dynamics initially, I transformed those early missteps into learning opportunities, ultimately enhancing project outcomes and fostering stronger partnerships.

Working closely with Project Engineers not only sharpened my CAD abilities but also instilled in me a sense of accountability towards deadlines and administrative precision, which I have fervently pursued ever since.

Thank you for considering my application.

Sincerely, Karan Norman

Karan Norman

Karan Norman