

Joshua Gordon

Intern - Industrial Engineering

☎ (310) 555-1234

✉ joshua.gordon@email.com

🌐 <https://linkedin.com/in/joshua-gordon>

📍 Los Angeles, CA 90001

AUGUST 17, 2026

Jensen Solutions
Operations Manager
Fontana, CA
California

Dear Hiring Manager

I am excited to present my application for the Industrial Engineering intern role at Jensen Solutions. This opportunity aligns seamlessly with my robust experience and passion for continuous improvement in operational efficiency, case in point, my capstone project led to a notable 15% boost in process efficiency across various manufacturing stages.

In the past few months, I assisted in data analysis, actively contributing insights that supported strategic decisions framing the PFEP framework in collaboration with my team. I relished the challenges, and when obstacles emerged, I tackled them head-on, leading discussions that refined our approach and maximized our outcomes.

Empathy fuels my work ethic. I believe that engaging stakeholders is essential for progress, and I made sure to facilitate training sessions where knowledge sharing became the norm. For instance, I implemented effective displays for ongoing KPIs, ensuring my teammates were informed about our successes and areas needing attention.

Being part of a diverse team is invaluable. Working collaboratively often blossoms creativity. I have thrived in group settings, bringing people together to tackle complex issues as I facilitated brainstorming sessions that bore fruit in innovative manufacturing solutions.

As I seek to contribute to Jensen Solutions, excitement bubbles within me. Continuous improvement is my calling, and I am eager to bring my experiences to your facility. I am confident my contributions will resonate well within your talented team.

I look forward to connecting further.

Thanks,

Joshua Gordon

Joshua Gordon