

Santiago Joshi

☎ (214) 555-0145 ✉ santiago.joshi@example.com 🔗 linkedin.com/in/santiago-joshi 📍 Dallas, TX 75201

AUGUST 09, 2026

Hiring Manager
General Manufacturing Solutions
Houston, TX

Dear Hiring Manager,

I am excited to assert my candidacy for the Production Machine Operator position at General Manufacturing Solutions because this opportunity directly aligns with my skills in machine operation along with my passion for quality control, and I am driven to contribute immediately to your team with my practical experiences and commitment to safety.

In my recent internship as a Machine Operation Intern at University Project, I tackled various duties, such as operating machinery under supervision, ensuring compliance with all safety protocols. I also participated in tight-knit teams and developed skills in inspecting product quality while enhancing overall production efficiency, an endeavor I found deeply fulfilling despite the occasional challenges that required extra focus.

Additionally, while working in the Student Innovation Lab as a Production Assistant, my responsibility to maintain cleanliness standards taught me about the importance of organization. With daily tasks including quality checks and training new operators, I discovered a knack for teamwork, connecting with my coworkers, and contributing to a positive environment.

I appreciate that this role necessitates strong communication and flexibility, two traits I prioritized throughout my experiences. My background spans bilingual settings, allowing me to engage effortlessly with diverse teams, while my readiness to adapt to extended shifts demonstrates my commitment to meeting production needs.

Thank you for considering my application.

Sincerely,

Santiago Joshi

Santiago Joshi