

January 27, 2023

Dear Mr. Quebec:

Upon learning of your posting for a Utility Worker, I quickly decided to submit my resume for your review. As a dedicated and self-motivated professional with experience maintaining the functionality and performance of various utility systems while ensuring comprehensive user services and support, I am prepared to significantly contribute to your company's objectives.

My background includes overseeing all aspects of utility and facility systems, such as facility cleaning and grounds maintenance and delivering documents. From performing day-to-day operational responsibilities to replacing system parts and equipment, I excel at assessing user needs and implementing system improvements, to get the job done efficiently and expeditiously.

Highlights of my experience include. Handling tasks such as maintaining floor surfaces, updating restroom facilities, washing windows, cutting and trimming the lawn surrounding the building and maintaining inventories. My skills in utility and building management have been finely honed, and I am confident my additional strengths will readily translate to your environment. The chance to offer more insight into my qualifications would be appreciated.

Thank you for your consideration, and I look forward to speaking with you soon.

Sincerely,


RODEL A. NAYRE
Applicant