

10 October 2026

Hiring Manager

Sample Power Ltd.

78 Market Road, Sample City

Dear Hiring Manager,

I am writing to apply for the Junior Electrical Engineer position advertised on your careers page. With a BSc in Electrical Engineering and three years of hands-on experience in power distribution design, I am confident I can contribute to your engineering team from day one.

At Sample Power Ltd., I designed and reviewed LV distribution panels for commercial buildings, prepared single-line diagrams and load calculations, and coordinated with site teams during installation and commissioning. These projects strengthened my technical judgment and my ability to deliver reliable work under deadline pressure.

I am particularly drawn to Sample Power Ltd. because of your reputation for mentoring young engineers and your focus on safe, efficient power solutions. I would welcome the opportunity to discuss how my background aligns with your needs. Thank you for your time and consideration.

Sincerely,

John Smith