

26 South Circular Road
Dublin 8

29th April 2025

Mr Niall Bergin
Area Manager
ACME Technologies
City Industrial Park
Dublin 14

Dear Mr Bergin,

I am writing to enquire if you expect to have any engineering vacancies in your company for which I could be considered. I am currently undertaking a degree in Electrical and Electronic Engineering in the SETU Waterford and I expect to graduate with a 2:1 Honours in the summer.

I am attracted to ACME Technologies because the company is the leader in the field for designing process control systems for industrial plants. I see from your website that the company is pioneering new WAP technology and internet solutions in order to minimise costs and maximise safety. I am keen to learn more about integrated production systems and believe that my skills will be of use to your company.

During my degree course I have taken the opportunity to develop my skills in Computer Engineering, Communications, Satellite Systems and Software Engineering. In addition, my experience as a junior engineer at Guinness gave me an insight into physical plant surveys and I helped to install the final stages of the control system upgrade.

You will see from my enclosed CV that I have developed my communication and interpersonal skills through my part time jobs in Eircom and Dunnes where I have answered customer queries and handled complaints in a polite, efficient manner both over the phone and face to face. My experience at Guinness gave me an opportunity to work as part of an engineering team and I have further developed my teamwork skills by working with a group of classmates on a team project at DIT.

I will be happy to provide you with more detail and I am available for interview at any suitable time.

I look forward to your response.

Yours sincerely
Mark Murphy