

COVER LETTER WRITING

Sample Cover Letter: Computer Science

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Faizah Quraishi, Manager, Software Engineering Unit
General Motors of Canada Ltd.
1908 Colonel Sam Drive
Oshawa, ON L1H 8P7

Re: Junior Engineer Job # 3324

Dear Ms. Quraishi,

Having read about GM's commitment to innovation, along with the supportive family-like workplace culture, I was delighted to meet a number of GM team members who confirmed that what they enjoy most about working at GM is how everyone is encouraged and given the tools to strive and reach any goal they aim to achieve—both personally and professionally. As I am an innovative solutions-focused Software Engineering graduate, I am very excited about the possibility of joining the Software Engineering Unit of General Motors in the position of Junior Engineer as advertised on the GM website.

In my position as Software Engineer Intern with IBM, I was involved with project research, planning, design and testing within the Software Product Development team. Through innovative thinking I used computer aided devices to perform routine calculations creating an **efficient project development time line**. During the design stage I met with customers to better understand customer needs and perspectives. As I became more familiar with the needs of IBM's clientele I suggested, implemented and maintained **test procedures** and **test scripts** for new products.

In addition to my experience gained with IBM, I am graduating with an Honours Bachelor of Engineering degree from York University's Lassonde School of Engineering. My solid knowledge of computer software design and project development has given me the foundation to succeed in the software engineering industry. Skills in creating Use Cases and project planning have benefited both clients and past employers and enhanced my ability to provide creative thinking and problem solving. During my program I became interested in Global Positioning Systems and real time kinematic applications. Through my interest in the automotive industry, I have kept abreast of current product developments and trends, and am extremely excited about the ongoing development of customer-driven mobility solutions that create a personalized experience for GM customers.

I look forward to meeting with you and other members of the Software Engineering Unit to further discuss my suitability for this position. I can be contacted at (416) 765-4321.

Sincerely,

David Strong

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