

83 Maple Ave.  
Pine Grove, WA 25963

March 1, 2008

Gordon Hicks  
Lead Software Engineer  
Greenwell Technologies  
12 Evergreen Way  
Grosse Pointe, MI 56143

Dear Mr. Hicks:

I would like to express my interest in the Software Engineering position at Greenwell Technologies, which I learned of from Embry-Riddle's Career Services website. I am a creative and dedicated individual with a passion for developing new ideas and improving existing ones. My degree in Computer Science is complemented by well-developed engineering, programming, leadership and communication skills. I have become adept at applying aerospace design standards to programs, earning compliments on my well-structured and easy-to-read code.

I have strong Java skills, including creating graphical user interfaces and multithreaded applications, and have experience with several other languages and their corresponding development software. A number of my projects required design, coding and testing and I taught myself how to use methods and techniques not presented in class so that I could apply them where needed in my own projects.

Teamwork and leadership are also among the capabilities I possess, as I led a group of five people in a complex analysis which required coordination and assignment of tasks to the team members with regard to their individual skills and abilities. I oversaw member contributions, organized team meetings, took minutes, and made reports for the team to the professor. These tasks also drew on my excellent writing and presentation skills. I am experienced in writing technical documents and ensuring they convey needed information and data in a concise, easy-to-read manner. I am also quite experienced in writing well-commented and easy-to-follow programs and explaining their functioning to others both verbally and in writing.

I look forward to hearing from you about becoming a part of the team and helping Greenwell Technologies achieve ever greater success. Please contact me at 213-546-8799 or pbraxton@email.com to schedule a personal interview. Thank you for your consideration.

Sincerely,

Paul Braxton