

Robert Smith

Maintenance Worker

[Today's Date]

[341 Company Address]

[Company City, State xxxxx]

[(xxx) xxx-xxxx]

[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager's Name],

This is in regards to my interest in applying for the opening for the position of Maintenance Worker at [XXX Company]. With over 2 years of experience in performing different maintenance related tasks and ensuring proper functioning of systems, I believe I am the ideal candidate for this role.

[XXX Company] has become one of the prominent SaaS provider companies in the country within such a short time. Your work culture and providing equal respect and opportunities to all employees irrespective of work role inspired me to apply for this role at your company.

I have been working as a Maintenance Worker at the residential building [YYY Township] for the past 2 years. During this time, I have become adept in installing and troubleshooting electrical circuits appliances. Furthermore, I perform a wide variety of maintenance-related tasks. My current duties include,

- Install and fix light bulbs, fans, and other electrical appliances.
- Fix broken locks, replace windows, cabinets, and other interior works.
- Troubleshoot electrical circuits, identify, and replace faulty wires.
- Perform painting and other carpentry works
- Collect trash and dispose of them.
- Maintain lawns and gardens by cutting grasses and mowing.
- Install and troubleshoot air conditioning units.
- Perform basic fixes for TV, fridge, washing machine, and iron box.

I am physical and capable of performing physically demanding jobs. I am open to work on weekends, holidays, and spend extra time fixing the issues. Moreover, I am highly proficient in using numerous hand and power tools. With my experience and proven skillset, I believe I can be a great asset to your company.

I am looking forward to meeting you in person and taking this forward. Thank you for your time and patience.

Sincerely,

[Your Name]

Sample Reference Letter For Maintenance Worker

Lauren Gardner



Sample Reference Letter For Maintenance Worker:

Guides to Improving the Income Maintenance Worker's Manual United States. Social and Rehabilitation Service. Assistance Payments Administration,1975 *A Guide for Training Instructors of Income Maintenance Workers & of Income Maintenance Supervisors* United States. Social and Rehabilitation Service. Assistance Payments Administration,1976

How to Write the Perfect Federal Job Résumé & Résumé Cover Letter Melanie Williamson,2011 Accompanying CD ROM contains sample resumes and cover letters and several PDFs from USAJOBS gov **Ocean Systems Technician 3 & 2 (maintainer)** Fred C. Jaworsky,1988 **Decisions and Orders of the National Labor Relations Board** United States. National Labor Relations Board,2010 *Ocean Systems Technician 3 & 2 (maintainer).* ,1988 **Decisions and Orders of the National Labor Relations Board** National Labor Relations Board,2012-04-05 Each volume of this series contains all the important Decisions and Orders issued by the National Labor Relations Board during a specified time period The entries for each case list the decision order statement of the case findings of fact conclusions of law and remedy **Operation and maintenance, Title III** United States. Congress. House. Committee on Armed Services,1982 Hull Maintenance Tech 1 & C. United States. Naval Training Command,1972 *Unemployment Insurance Reporter* ,1936 **Engineered Performance Standards, Public Works Maintenance, Engineer's Manual, NavDocks P-700.0** United States. Bureau of Yards and Docks,United States. Navy Department. Yard and Docks Bureau,1963 Aircraft Accident and Maintenance Review ,1956 *Occupational Outlook Handbook* ,1990 Describes 250 occupations which cover approximately 107 million jobs *Occupational Outlook Handbook, 1996-1997* DIANE Publishing Company,1996-06 A nationally recognized best selling reference work An easy to use comprehensive encyclopedia of today s occupations working conditions employment training other qualifications job outlook earnings related occupations sources of additional information Revised every 2 years

Area Wage Survey ,1996 **The Occupational Outlook Handbook, 1996-1997** U S Dept of Labor,1996-05 A reprint of the U S Dept of Labor s Occupational Outlook Handbook 1996 97 edition **A Guidebook for Developing and Sharing Transit Bus Maintenance Practices** John J. Schiavone,Transit Cooperative Research Program,2005 This report should be of interest to transit bus maintenance managers and others interested in the development of written transit bus maintenance procedures or practices and the sharing of these practices with others in the transit industry The report provides guidance on how to develop effective transit bus maintenance practices tailored to one s local operating environment It provides seven sample practices developed using the guidance Complementing this report is an on line Web Board sponsored by the Transportation Research Board s Committee on Transit Fleet Maintenance This Web Board allows transit agencies to post their maintenance practices for others to review revise as necessary for their own operating conditions and use The report provides instructions on how to access the Web Board use it to develop maintenance practices and share these practices among transit agencies Congressional Record United States. Congress,1943 **Florida Public Employee Reporter**

,1987 **Air Force AFM.** ,1956

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