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Eileen Naughton
Head of Human Resources
Google Inc.
1600 Amphitheatre Pkwy,
Mountain View, CA, 94043

Dear Mrs. Naughton,

I recently found a career opening as a product design engineer on Google's website. I am an undergraduate student in The City College of New York currently pursuing a degree in Mechanical engineering. I believe I am well qualified for this job. My communication skills and experience with objective analysis gives the capabilities of an excellent design engineer.

In high school, I worked as a mentor to elementary school students as a part of a program run by Springboard Inc, a company that encourages youth to enter STEM fields. My job involved teaching children how to design and extract data from solar powered rovers. In working with these students, I quickly learned how to effectively communicate the mechanisms behind the robot to my group. It also gave me exposure to leadership and command of a team.

As you will see on my resume, I am also proficient in Java. Knowledge in this programming language helps me understand the relationship between a computer's hardware and its software.

I am confident in my abilities to design and test prototypes for Google. I hope you will see that I am a perfect fit for Google's production team, and I appreciate your considering of me for this career. I look forward to hearing from you.

Sincerely,
Abid Ahmad