

Please note: This cover letter serves as an example and guidance. Formulations from this should not be adopted unchanged or in the same sense. Your own cover letter should be individually adapted to your own career and the respective job advertisement.

Muster GmbH & Co. KG
Heidi Müller
Beispielstraße 2
12345 Musterhausen
Germany

01.XX.XXXX

Application as project engineer in the area of renewable energy development
Job-ID: 15456

Dear Mrs Müller,

Your idea of partnership and trusting co-operation with employees, customers and suppliers is also reflected in my professional career. I would like to bring these values, combined with my expertise in renewable energies, to your company.

During my internships, the trusting co-operation with various project participants was of decisive importance. At Porsche AG, I was responsible for developing a concept for a small series of fully electric sports cars. This required intensive cross-departmental coordination in order to take aspects such as cost efficiency, simulation and test construction into account. I was also able to gain project experience at BASF SE by designing a guideline for risk management, where initiative and close coordination with a large number of contacts were essential. My involvement in invoicing and accounting also sharpened my analytical mindset and sensitised me to project budgets.

Even before I started my studies, I was fascinated by renewable energies, whether it was through observing the construction of a wind power plant in my home town or following the latest developments in the field of alternative fuels. It was therefore only logical for me to study industrial engineering, specialising in energy management and renewable energies. As part of this, I was also able to gain my first experience with C++ and CAD. During a semester abroad, I improved my foreign language skills in English and Spanish and developed the desire to work in an international environment.

As a project engineer at Muster GmbH & Co. KG, I would like to contribute to the continuous and sustainable improvement of your customers' energy efficiency in order to help reduce costs and protect the environment. After completing my Master's degree at the Karlsruhe Institute of Technology, I will be available to you from XX.XX.XXXX.

I would be very pleased to receive your invitation to a personal interview.

Best regards from Karlsruhe

Signature