August 27, 2020

Nike
One Bowerman Dr.
Beaverton, OR 97005

Dear Hiring Manager,

I am writing this letter to apply for the Mechanical Engineer position (number XXXXXXX), which was posted on Handshake at Arizona State University (ASU). I attended the information session which was held on August 27th, 2020 at ASU. During the event, I had the pleasure of speaking to Eric Smith. I was excited to learn how Nike is using 3D CAD software as well as rapid prototyping in product development.

The following are illustrative examples of my internship, academic projects, and activities for this role:

* **3D CAD:** As an intern at W.L.Gore, I designed a testing method and testing fixture using SolidWorks and collaborated with design engineers and machinists to ensure I had created a viable design. After drafting the design, I detailed engineering drawings so the part could be manufactured. At the conclusion of my internship, I presented my prototype to a board of managers to communicate the results of my summer work.
* **3D Printing:** As a leader of the robotics team, I created proof-of-concepts for my designs as well as rapid prototypes using 3D printing to allow my team members to understand how my product would operate. After finalizing a design, I created engineering drawings that I used to machine the product using a manual mill and a manual lathe.
* **Time Management:** Through balancing my extra-curricular activities with my schoolwork and a part-time campus job, I was able to enhance my time management. I am a leader in two student organizations and have worked 10 hours/week at the Fulton Schools of Engineering Career Center for the last two school years.

For summer 2020, I had accepted an internship at Nike. Unfortunately, due to the COVID-19 pandemic, the offer was rescinded. Instead, I worked at the Career Center and took two on-line courses in 3D printing.

Thank you for taking the time to review my application. I look forward to hearing from you in the future. Please feel free to contact me regarding my application by phone, XXX-XXX-XXXX, or by email, sparky.sundevil6@asu.edu.

Sincerely,

Sparky Sundevil