

-----Zhen Gong-----

London Ontario

Cell: (519)318-5501 Email: gongzhentian8488@gmail.com

Dear Hiring Manager:

I am writing to apply for the position of Electrical Apprentice.

I finished electrical pre-apprenticeship program in Fanshawe College with excellent feedback (transcript upon request). I am looking for my apprentice sponsor for my career. My career goal is to become a certified electrician and I will take this precious opportunity to meet all the requirements to accomplish this goal.

As you can find in my resume, I had related electrical installation experience before I took pre-apprenticeship program and therefore I believe I physically and mentally fit the position and am able to perform required duties.

I work well in team setting and have the type of personality that makes it easy to get along with others including clients. I am also able to work alone and follow direction to complete all required jobs. You will find that I am a positive, self-motivated and hard-working type of person who is always keen to improving my skillsets. In addition, I am open to relocation as needed. I believe that the combination of my educational background and work experience has well prepared me for the position.

I have attached my resume for your consideration and can be reached either at (519)318-5501 or at gongzhentian8488@gmail.com.

I look forward to discussing my application with you in further detail.

Sincerely

Zhen Gong

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Phone #519-318-5501
gongzhentian8488@gmail.com

Highlights of Qualification:

- Blue print reading
- Troubleshooting skills
- Installing and repairing
- Own & operate tools
- Proficient in Word, Excel
- Accurate and efficient
- Customer oriented
- Owning a reliable car

Education:

Electrical Techniques (Dean's Honor Roll)

Sept.2019-Apr. 2020

Fanshawe College, London, ON

Related Work Experience:

Electrical technician assistant

July 2016- July 2018

Yuan Fei E-tech---Chang Sha, China

- Residential wiring
- Receptacles & switches installation
- Tools organization
- Security camera installation
- Inventory recording
- Working area cleaning

Other Work Experience:

Batcher & Team Leader

Aug.2018 to Mar, 2019

Solis Food--- St Mary's, ON

- Setting packing & mixing machine
- Recording line efficiency data
- Monitoring and maintaining machine operation
- Troubleshooting unexpected circumstances on a timely basis
- Replacing heating parts for sealers
- Preparing production paper work, cleaning and organizing entire line at the end of each shift

Reference:

Al Hamilton (Master Electrician & Professor of Electrical Studies)

Fanshawe College

Business # 519-452-4430 ext. 3047 Cell # 519 852 4818