



Solomon Duncan

Electrical & Instrumentation Intern

Contact

-  **Address**
Atlanta, GA 30301
-  **Phone**
(404) 555-1234
-  **Email**
solomon.duncan@email.com
-  **LinkedIn**
linkedin.com/in/solomonduncan
-  **Website**
solomonduncan.com

AUGUST 20, 2026

Hiring Manager
Greenwood Manufacturing Co.
Augusta, GA

Dear Hiring Manager,

I am eager to apply for the Electrical & Instrumentation Intern role at Greenwood Manufacturing Co., a position that resonates profoundly with my academic background in Electrical Engineering as well as my fervent desire to augment my practical skills.

Your mission to propel manufacturing through innovative automation strongly aligns with my experiences in designing and implementing control systems, having collaborated on projects that improved work safety while enhancing operational efficiency.

During my recent university project, we created an automation prototype, leveraging Rockwell Automation PLCs, which sparked intense excitement within our team and led to a remarkable surge in clarity during our evaluations.

My involvement in various lab settings—analyzing calibration methods and interpreting schematics—has equipped me with vital tools, making me better prepared to participate effectively within your esteemed E&I teams.

While I do face some challenges, such as balancing my academic and practical responsibilities, these have only reinforced my enthusiasm for the field and the essence of teamwork that I admire at Greenwood.

Looking forward to the possibility of contributing your team.

Thanks,

Solomon Duncan

Solomon Duncan