

Dear Recruiter,

I am sending this in response to the position you are recruiting for. I am a native of Texas, currently working and living in New Mexico, with a desire to move back to Texas. I have an extensive and diverse background in the areas of mechanical design, drafting, machining and fabrication spanning 28 years.

I am currently employed by the National Solar Observatory, which is one of the National Optical Astronomy Observatories operated by the Association of Universities for Research in Astronomy, under a cooperative agreement with the National Science Foundation.

I have been involved in and responsible for the design, manufacture, assembly, and troubleshooting of all solar scientific instrumentation projects over the last 20 years at the observatory. This includes mechanical design, electro-mechanical design and opto-mechanical design to functional precisions in micron and arc-second ranges. I am familiar with CAD systems, CAD/CAM systems, CNC programming, setup and operation, and conventional machining. I possess 18 years of AutoCAD experience, 10 years experience with SolidWorks. I have experience with ANSI and ASME drafting and dimensioning standards, including applications of Y14 drafting standards and Y14.5 GD&T standards. Prior to becoming more involved in design I have 10 years experience in machining, fabrication and manufacturing. I utilize these skills in the designing and detailing of component parts and complex assemblies in 2D and 3D representations for experimental prototype and production parts. This knowledge has been applied to numerous projects over many years.

I am also responsible for the scheduling, coordination and daily management of the mechanical division of the instrument development shop and its personnel. I possess good skills in the area of communication with management, scientific, engineering, technical, and other staff members and work well with all team members. I am a highly motivated, hands-on type person who can work well with minimal or no supervision, or in a team environment.

I would appreciate an opportunity to work with you and your company in this employment opportunity and look forward to hearing from you in the near future. Thank you for your time and consideration.

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Online portfolio of sample design work may be found at <http://scottgregory.info/portfolio/>

References provided on request.