

Daniel Kaplan

661-645-3272 | dkaplan004@citymail.cuny.edu | New York, NY

September 29, 2025

Paul VanDuyne

623 26th

Rock Island, IL 61201

Dear Mr. VanDuyne:

I am writing to you to express my interest in the Mechanical Engineering internship at IMEG in New York. After finding the job posting on Indeed.com and looking through the company and its beliefs I knew I would be making a mistake if I did not apply. I am a junior at The City College of New York in New York majoring in Mechanical Engineering. I know that my teamworking skills, AutoCAD skills and client-facing customer service expertise would be a powerful addition to your team this summer.

Currently my coursework has given me exceptional skills in both two dimensional and three-dimensional CAD programs. These programs such as AutoCAD and SolidWorks are in use by IMEG as seen in the job posting. I have even taken the extra steps to get my CSWA certificate from Dassault Systems to demonstrate my proficiency in CAD modeling. These skills would be very beneficial in the Mechanical Engineering internship.

Currently I am a private event Bartender. This means that I am constantly in new situations with different teams every shift. It takes adaptability and quick thinking to make sure the events go off smoothly without any issues ever reaching the client. This is similar to what I would be doing for IMEG, as the skills are transferrable. It is always important to keep the client in a position where they are informed, but also having an excellent customer service experience with the company.

For all the reason I have listed, I think I would be an excellent fit at IMEG. Its core values align with mine, as I too highly value sustainability. I also appreciate how IMEG values their employees because it is a completely employee owned company. Giving employees ownership show value and respect for a productive work environment. I hope to hear back from you soon and hope you will consider me for an interview for a role at IMEG.

Sincerely,

Daniel Kaplan