

**[Your Full Name]**  
[Phone Number] | [Email Address]  
[LinkedIn Profile URL] | [City, State]

[Date]

[Hiring Manager Name]  
[Title]  
[Company Name]  
[Company Address]

Dear [Hiring Manager Name/Selection Committee],

I am writing to express my interest in the **Mechanical Engineering Project Manager** position at [Company Name]. With a background in mechanical design and [Number] years of experience managing complex engineering lifecycles, I am confident in my ability to lead your technical teams toward efficient, high-quality project delivery.

In my previous role at [Previous Company], I successfully oversaw the [Type of Project, e.g., HVAC system overhaul/Automotive component launch/Industrial machinery build] from conceptual design through to commissioning. My core competencies include:

- **Project Lifecycle Management:** Expert in utilizing [Software, e.g., MS Project/Jira/Primavera] to maintain critical paths and milestones.
- **Technical Leadership:** Proven track-record of coordinating multidisciplinary teams of engineers, CAD designers, and fabrication technicians.
- **Budget & Resource Oversight:** Experience managing budgets up to \$[Amount] while maintaining strict adherence to [Specific Standards, e.g., ASME/ISO/LEED] codes.
- **Problem Solving:** Skilled in identifying bottlenecks during the prototyping phase and implementing Lean Six Sigma methodologies to reduce waste.

I am particularly drawn to [Company Name]'s recent work on [Specific Company Project or Innovation]. My technical expertise in [Specific Skill, e.g., Thermodynamics/FEA/Robotics] combined with my PMP certification makes me a strong fit for your current engineering initiatives.

I look forward to the opportunity to discuss how my project management approach can contribute to the continued success of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature/Name]