**ARCHITECT COVER LETTER**

Dear **[Mr./Ms.] [Manager’s Name],**

My name is Marcus Winfield, and I’m writing to apply for the position of Junior Architect at R & G Designs Inc. I graduated from Woodbury University’s School of Architecture, following which I acquired my architect’s license from the California Architects Board **[License Number].**

With more than 2 years of experience in architectural design and drawing, particularly elevations, I bring to your team a trained eye for detail and a keen sense of modern and green aesthetics, as evident from my portfolio. I’m proficient in the use of Autodesk and AutoCAD suites, and I use Autodesk Revit for most of my work in my current role.

Although all my projects are dear to me, I’m particularly proud to have contributed to the Old Vicarage Restoration Project **(portfolio drawing #4)**, which I was a part of since its inception right up to its completion. This wide-ranging experience of a complex, large-scale architectural project **(while simultaneously working on other smaller projects)** has accelerated my learning — not only my technical design and drawing skills but also such soft skills as time, task, and vendor management.

I also have some experience in field work at my current firm, having accompanied and assisted senior architects during on-site inspections and quality control checks. While field visits can be hard work, I personally welcome them as a break from the sedentary office environment.

Since graduation, I’ve engaged in continual learning and development, not only because it would advance my career, but also because I believe sustainable design can help solve some of our biggest challenges, namely global warming and resource scarcity. In this regard, I’m currently preparing to take the LEED Green Associate exam.

I am keen to discuss how I can add value to R & G Designs and address questions you may have about me and my portfolio in an in-person interview.

Sincerely,

Marcus Winfield