



To Whom It May Concern,

Please accept this cover letter and professional resume as an expression of my interest in a window and door installation subcontractor position.

As a highly skilled and reliable contractor with over 25 years of residential remodeling experience, I am confident that I can make a substantial, positive impact on the success of your company.

I aim to build my future with leading residential remodeling contractors by developing strong relationships, reflecting a positive attitude, cultivating a highly productive and motivated crew, and providing the highest-quality installation service and craftsmanship.

### **MY QUALIFICATIONS:**

- I maintain a strong track record of accountability, reliability, and dependability.
- I ensure constant and effective communication with all general contractors, managers, planners, customers, and crew members.
- I provide thoughtful attention to detail and high-quality, superior craftsmanship.
- I am a proven, self-motivated team leader that coordinates and supervises a very clean, safe, and organized jobsite for all workers, homeowners, children, pets, and other occupants.
- I manage and train a highly skilled crew with experience in all types of window and door installation, including new construction, full-frame replacement, inserts, new openings, glass block, all sizes and types of patio doors, and all styles of entry doors.
- I am very proficient in framing, drywall, siding, roofing, caulking, and aluminum cladding, plus I have expertise in all types of interior trim, molding, and millwork.
- I collaborate and problem-solve effectively with designers, builders, contractors, architects, inspectors, and suppliers to successfully complete residential and commercial projects.
- I am constantly seeking to improve my knowledge and expertise, including continuing education for both the real estate and construction industries.

### **REFERENCES AND PROJECT PHOTOS AVAILABLE UPON REQUEST**

I welcome the opportunity to further discuss how I can apply my qualifications to your company and current business goals. Please call or email to request an interview, or for scheduling inquiries.

Thank you for your consideration.

Sincerely,

Andrew Sterling, Owner  
Excel Construction Group, LLC  
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(All corporation, licensing, insurance, and certification documents are available at **Build2Excel.com**)