

**Job Application Packet**

Eric C. Rose

San Antonio College

ENGL-2311-SAC 013 Technical & Business Writing

Professor Davis

5/9/2026

**Hypothetical Position:** Industrial Engineer — Supply Chain / Transportation

**Location:** San Antonio, Texas

**Employer:** H-E-B

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May 9, 2026

Hiring Manager

H-E-B Supply Chain / Transportation  
San Antonio, Texas

Dear Hiring Manager,

I am writing to apply for the Industrial Engineer position in Supply Chain and Transportation in San Antonio, Texas. I am currently an Industrial Engineering student in the Texas A&M Engineering Academy while also completing my Associate of Science in Engineering through Alamo Colleges. My background includes construction estimating, warehouse operations management, military service, and small business ownership, all of which have helped me develop a practical understanding of operations, process improvement, communication, and problem solving.

In my current role as a construction estimator with T&D Moravits Concrete Co., I review construction plans, specifications, quantities, and cost details to support accurate estimates for multi-family and commercial projects. This work requires strong attention to detail, analytical thinking, and clear communication with project managers, vendors, and field teams. Small mistakes in quantities, scope, or wording can create larger problems later, so I have learned the importance of accuracy and organized documentation.

Before estimating, I worked as a warehouse operations manager at Floor & Décor in St. Petersburg, Florida. In that role, I managed day-to-day and nightly warehouse operations, inventory control, material flow, staff training, and safety expectations. That experience connects closely to this Industrial Engineer position because it gave me hands-on exposure to labor planning, warehouse processes, productivity, and material handling. I understand that process improvements have to work in the real world, not just on paper.

I also own and operate TexHaul Rentals LLC, a dump trailer rental, haul-off, and junk removal business in the San Antonio area. Running this business has required me to build systems for scheduling, pricing, customer communication, contracts, invoices, inspection photos, documentation, and expense tracking. I have also explored ways to improve the business through Excel tracking, Square workflows, Google Drive organization, GPS tracking ideas, and Python automation concepts. These experiences have strengthened my interest in Industrial Engineering because I enjoy finding better ways to organize work, reduce mistakes, and improve efficiency.

The Industrial Engineer position appeals to me because it focuses on process and technology improvement, facility layouts, material handling equipment, labor standards, and coordination with engineering, operations, management, hourly partners, and outside companies. Those responsibilities line up with the type of work I want to continue developing in my career. I believe my background in warehouse operations, estimating, leadership, and business ownership would allow me to bring a practical and hardworking perspective to the role.

Thank you for considering my application. I would appreciate the opportunity to discuss how my experience and education could support H-E-B's supply chain and transportation operations.

Respectfully,

Eric Rose

# ERIC ROSE

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## OBJECTIVE

Industrial Engineering student in the Texas A&M Engineering Academy with hands-on experience in construction estimating, warehouse operations, and process improvement. Seeking internship, co-op, or entry-level opportunities in operations, project engineering, or industrial engineering to apply data-driven problem solving and improve system efficiency.

## EDUCATION

**Texas A&M University**, College Station, Texas Expected May 2029  
Bachelor of Science in Industrial Engineering  
GPA: 3.0

**Alamo Colleges District**, San Antonio, Texas August 2024 – Present  
Associate of Science in Engineering – Texas A&M Engineering Academy  
GPA: 3.9

## EXPERIENCE

**T&D Moravits Concrete Co.**, San Antonio, TX June 2024 – Present  
*Estimator, Multi-Family Division*

- Analyzed multi-family/commercial construction plans and specifications to produce accurate quantity takeoffs and cost estimates using On-Screen Takeoff (OST).
- Collaborated with project managers, field teams, and vendors to identify cost-saving opportunities and improve estimating accuracy.
- Supported process improvements that reduced estimating errors and improved workflow efficiency.

**Floor & Décor Outlets**, St. Petersburg, FL October 2020 – April 2024  
*Manager, Warehouse Operations*

- Managed day-to-day & nightly warehouse operations, inventory control, and material flow for a high-volume retail distribution environment.
- Trained and supervised staff while enforcing safety, quality, and productivity standards.
- Identified workflow inefficiencies and implemented process improvements to improve throughput and organization.

**U.S. Army**, Midland, TX May 2018 – May 2021  
*Infantryman, Texas Army National Guard*

- Led and trained small teams in high-pressure environments, emphasizing discipline, safety, and mission readiness.
- Coordinated logistics, equipment accountability, and operational planning.
- Developed strong leadership, communication, and problem-solving skills applicable to engineering and operations roles.

## PROFESSIONAL DEVELOPMENT

- Texas A&M Engineering Academy student developing a strong foundation in mathematics, physics, and engineering problem-solving.
- Applying classroom concepts in process improvement, workflow optimization, and cost analysis through professional estimating experience.
- Demonstrating time management, leadership, and discipline by balancing academics, full-time work, and family responsibilities.

## SKILLS

**Technical:** Advanced Excel (data analysis, formulas), On-Screen Takeoff (OST), Python (basic), Microsoft Office.

**Engineering:** Process improvement, workflow optimization, cost analysis, systems thinking.

**Leadership:** Team leadership, training, communication, time management.

## **Employer Expectations for Industrial Engineering Candidates**

For this assignment, I reviewed the expectations listed in a hypothetical Industrial Engineer position in supply chain and transportation. The position focuses on supporting projects related to labor standards, incentive plans, material handling equipment, facility layouts, and process or technology improvement. These responsibilities show that employers are looking for candidates who can combine engineering knowledge with practical workplace problem solving.

One major expectation is analytical ability. Industrial engineering candidates need to understand data, identify inefficiencies, compare options, and recommend improvements. This applies to warehouse operations, transportation, labor planning, facility layouts, and production or service processes. Employers do not only want someone who understands formulas or software. They want someone who can look at a real operation and figure out how to make it work better.

Another expectation is project coordination. The job description mentions working with engineering teams, operations, outside companies, management, hourly employees, and potential clients. This means communication is a major part of the role. An Industrial Engineer has to explain ideas clearly to different audiences, including technical and nontechnical people. Written and verbal communication matter because process improvements usually require people to understand and follow a plan.

The position also shows that software skills are important. The job description lists Microsoft Office, AutoCAD, time study software, warehouse management systems, and mainframe experience. These tools are used to collect information, analyze processes, create layouts, document work, and support decision making. My current experience with Excel, Microsoft Office, On-Screen Takeoff, WordPress, Square, Google Drive, and basic Python gives me a foundation to keep building on.

Employers also value real-world operations experience. My warehouse management background connects directly to material flow, inventory control, labor planning, and productivity. My estimating experience connects to cost analysis, plan reading, accuracy, and project communication. My business ownership experience connects to scheduling, customer communication, documentation, workflow design, and process improvement. Together, these experiences show that I understand operations from more than one angle.

Overall, this research showed me that Industrial Engineering is not only about math or theory. Employers expect candidates to be analytical, organized, practical, and able to communicate with different groups of people. The strongest candidates can understand a process, document it clearly, work with others, and recommend improvements that make sense in the real world.

## **LinkedIn Professional Brand**

My LinkedIn profile is designed to present me as an Industrial Engineering student with hands-on experience in construction estimating, warehouse operations, leadership, and business ownership. The Industrial Engineer position helped me see that my background connects strongly to supply chain, transportation, operations, and process improvement.

My professional brand focuses on practical problem solving. I want employers to see that I am not only a student learning engineering concepts, but also someone who has worked in real operations. I have managed warehouse processes, reviewed construction plans and estimates, served in the Texas Army National Guard, and built systems for my own business, TexHaul Rentals LLC.

To continue improving my LinkedIn presence, I plan to connect with professionals in industrial engineering, supply chain, logistics, transportation, construction, and operations management. I also plan to follow companies such as H-E-B, construction firms, engineering companies, and supply chain organizations. Over time, I can use LinkedIn to share updates about school, projects, process improvement, TexHaul, and my career goals.

### **LinkedIn:**

[www.linkedin.com/in/eric-r-engineering](http://www.linkedin.com/in/eric-r-engineering)

## **Feedback and Revision**

For this assignment, I reviewed the cover letter to make sure it matched the Industrial Engineer position instead of sounding like a general job application. The main revision was connecting my experience directly to the job description. I added details about warehouse operations, material flow, estimating, process improvement, communication, and business systems because those areas match the responsibilities listed in the position.

I also revised the letter to sound more personal and practical. Instead of only saying I have strong communication and analytical skills, I explained where those skills show up in my actual work. For example, I connected estimating to accuracy and documentation, warehouse management to labor and material flow, and TexHaul to scheduling, contracts, invoices, and process improvement. These changes made the cover letter stronger because it shows why my background fits the position.