

Dear Auto Mechanic,

Changing technology, such as computerization of automotive fuel systems, has forced us to make some changes too, to keep up with the times. We will have to lay you off so that we can hire a diagnostic specialist trained by the company that makes the new computer diagnostic equipment we are purchasing.

I am sorry about this, but we have no choice. However, we can keep you on for another month, by which time you will have completed your apprenticeship in heavy equipment mechanics and be ready to write your Journeyman's examination. I am sure you will do well, and this will help you re-locate.

Good luck to you!

Sam Harvey