

# Jordan L. Mitchell

January 16, 2026

Acme Corporation

RE: Automation Controls Engineer

Dear Hiring Manager,

I am excited to apply for the Automation Controls Engineer position at Acme Corporation, which I discovered on your careers page. With a strong background in automation systems design and a passion for optimizing industrial processes, I believe I would be a valuable addition to your team.

In my previous role at Tech Solutions Inc., I led a project that implemented an advanced control system in a manufacturing facility, resulting in a 30% decrease in production downtime. By integrating a new PLC architecture with existing machinery, we achieved seamless communication across multiple lines, enhancing overall efficiency. Additionally, I played a pivotal role in a cross-functional team that developed a predictive maintenance application, which utilized real-time data analytics to reduce maintenance costs by 25%. This experience honed my expertise in automation technologies and reinforced my commitment to driving operational excellence.

I am particularly drawn to Acme Corporation's commitment to innovation in automation and its emphasis on sustainability. I am eager to contribute to your projects, leveraging my skills in control systems and programming to develop solutions that not only meet but exceed industry standards. I would appreciate the opportunity to discuss how my background and vision align with the goals of your engineering team. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan L. Mitchell