

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Barista

Dear Hiring Manager,

I am excited to apply for the Barista position at Acme Corporation, as advertised on your careers page. With my passion for coffee and commitment to providing exceptional customer service, I believe I would be a valuable addition to your team. I have always admired Acme Corporation for its dedication to quality and community engagement, and I am eager to contribute to your mission.

In my previous role at Brewed Awakening, I developed a deep understanding of coffee preparation techniques and customer preferences. One of my proudest achievements was implementing a new seasonal drink menu that increased sales by 20% over three months. I collaborated closely with the management team to gather customer feedback and refine our offerings, ensuring that each drink not only met but exceeded our customer expectations. Furthermore, I trained new staff members on espresso machine operations and customer service protocols, fostering a collaborative and efficient work environment that improved overall customer satisfaction scores by 15%.

I am particularly drawn to the opportunity at Acme Corporation because of your commitment to ethically sourced coffee beans and sustainable practices. As a barista, I believe it is essential to educate customers about the beverages they enjoy, and I am excited about the prospect of sharing my knowledge and passion for coffee with your clientele. I am confident that my skills in crafting high-quality beverages, combined with my ability to create a welcoming atmosphere, align perfectly with your team's values.

I would love the opportunity to discuss how my background and skills align with the needs of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and helping to create memorable coffee experiences for your customers.

Sincerely,

Jordan Taylor