

# Jordan M. Thompson

January 16, 2026

Acme Corporation

RE: Career Change Chef

Dear Hiring Manager,

I am excited to apply for the Career Change Chef position at Acme Corporation, which I discovered on your company's careers page. With a lifelong passion for culinary arts and a solid background in project management, I am eager to pivot my career into a field where I can combine my organizational skills with my culinary creativity.

In my previous role as a Project Coordinator at XYZ Enterprises, I successfully led a team to plan and execute high-profile corporate events, including a food and wine festival that attracted over 500 attendees. This experience honed my ability to work under pressure, manage timelines effectively, and collaborate with diverse vendors, including catering companies and local chefs. My commitment to quality and attention to detail ensured that each event not only met but exceeded client expectations, and I received positive feedback from both guests and stakeholders alike.

Additionally, I have undergone formal culinary training at Culinary Institute of New York, where I excelled in both classical and contemporary cooking techniques. I completed a six-month internship at The Green Spoon, a farm-to-table restaurant, where I contributed to menu development and gained hands-on experience in kitchen operations. My ability to quickly adapt to new environments, along with my familiarity with both kitchen management and food safety protocols, positions me as a strong candidate for this role.

I am enthusiastic about the opportunity to bring my unique background in project management and culinary arts to Acme Corporation. I look forward to the possibility of discussing how my skills and experiences align with the goals of your culinary team. Thank you for considering my application.

Sincerely,

Jordan M. Thompson