

# Jessica L. Morgan

January 16, 2026

Acme Corporation

RE: Career Change Compliance Analyst

Dear Hiring Manager,

I am excited to apply for the Career Change Compliance Analyst position at Acme Corporation, as advertised on LinkedIn. With a strong background in project management and a deep understanding of regulatory frameworks, I am eager to transition into compliance and contribute to your esteemed organization that values integrity and compliance excellence.

In my previous role as a Project Manager at Tech Solutions Inc., I successfully led a cross-functional team in the development and implementation of a new project tracking system that improved compliance with industry standards. This initiative not only streamlined processes but also enhanced auditing capabilities, resulting in a 30% reduction in compliance-related discrepancies. Additionally, I spearheaded a training program that educated over 50 employees on compliance best practices, fostering a culture of accountability and adherence to regulations.

I am particularly drawn to Acme Corporation's commitment to ethical business practices and its proactive approach to compliance. I am eager to leverage my analytical skills and detail-oriented mindset to identify potential compliance risks and develop effective strategies to mitigate them. I am confident that my background in fostering collaborative environments will enable me to work closely with various teams to ensure regulatory requirements are met.

I would welcome the opportunity to discuss how my skills can align with the goals of Acme Corporation in more detail. Thank you for considering my application. I look forward to the possibility of contributing to your team and helping to uphold the highest standards of compliance.

Sincerely,

Jessica L. Morgan