

Jordan Lewis

January 16, 2026

Acme Corporation

RE: Career Change Delivery Driver

Dear Hiring Manager,

I am excited to apply for the Career Change Delivery Driver position at Acme Corporation, which I discovered through your company's careers page. With a strong background in logistics and a passion for delivering exceptional service, I believe I am well-suited for this role and am eager to contribute to your team.

In my previous role as a Warehouse Supervisor, I successfully managed a team responsible for optimizing delivery routes, which increased efficiency by 30%. This experience has provided me with a solid foundation in logistics and transportation management, as well as the ability to adapt to changing situations swiftly while ensuring that all operations run smoothly. Additionally, I spearheaded an initiative to implement a new inventory tracking system, which reduced order processing times by 25% and enhanced overall customer satisfaction through timely deliveries.

Moreover, while volunteering for a local food bank, I coordinated delivery schedules for community outreach programs, ensuring that food supplies reached those in need without delays. This experience honed my organizational skills and reinforced the importance of punctuality and reliability in delivery services. I am confident that my commitment to service excellence and my proactive approach will make me a valuable asset to Acme Corporation.

I am very interested in the opportunity to discuss how my background and skills can contribute to the success of your delivery team. Thank you for considering my application. I look forward to the possibility of speaking with you further about this role.

Sincerely,

Jordan Lewis