

# Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Career Change Groundskeeper

Dear Hiring Manager,

I am excited to apply for the Career Change Groundskeeper position at Acme Corporation, which I discovered on your company's careers page. With a profound appreciation for outdoor spaces and a commitment to sustainability, I am eager to bring my passion and skills to your team to help maintain and enhance the beauty of your landscapes.

Throughout my previous role as a Facilities Coordinator, I developed a comprehensive understanding of the importance of a well-maintained environment. One of my key achievements was leading a project to revamp our company's outdoor area, which involved coordinating with landscape professionals and overseeing the planting of native flora to promote biodiversity. This initiative not only beautified our surroundings but also reduced water usage by 30%, aligning with our sustainability goals. Additionally, my hands-on experience in maintaining grounds for local community events has equipped me with the ability to manage landscaping tools and equipment efficiently, ensuring safety and high standards of care.

I am particularly drawn to Acme Corporation's commitment to creating inviting outdoor spaces that foster community engagement. I am eager to leverage my organizational skills and attention to detail to contribute to the upkeep and development of your grounds. I believe my proactive approach, coupled with a genuine love for nature, will allow me to make a positive impact on your landscaping team.

I welcome the opportunity to discuss how my experience and enthusiasm can contribute to the exceptional grounds at Acme Corporation. Thank you for considering my application; I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan Lee Thompson