

# Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Career Change Home Inspector

Dear Hiring Manager,

I am excited to apply for the Career Change Home Inspector position at Acme Corporation, which I discovered through the National Association of Home Inspectors' job board. With a strong background in construction management and a passion for helping homeowners make informed decisions, I am eager to leverage my skills and experiences in this new role.

In my previous position as a construction project manager, I successfully oversaw multiple residential projects from conception to completion, ensuring adherence to safety regulations and quality standards. One notable achievement was managing a \$1.5 million home renovation that not only finished ahead of schedule but also received exemplary feedback from the homeowners regarding the structural integrity and aesthetic appeal. This experience honed my attention to detail and my ability to identify potential issues before they became problems—skills that are critical for a home inspector. Furthermore, I trained new team members on best practices in building codes and safety measures, which instilled in me a commitment to continuous learning and improvement.

I am particularly drawn to the home inspection field because I believe it combines my technical knowledge with my desire to help others. I am enthusiastic about the opportunity to provide thorough and unbiased assessments to home buyers and sellers, ensuring they can make the best decisions regarding their properties. I would love the chance to further discuss how my background and skills can be an asset to Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your team.

Sincerely,

Jordan A. Thompson