

# Jordan Thompson

January 16, 2026

Acme Corporation

RE: Career Change It Director

Dear Hiring Manager,

I am excited to apply for the Career Change IT Director position at Acme Corporation, as advertised on LinkedIn. With a robust background in technology management and a passion for driving organizational change, I am eager to leverage my skills and experience to contribute to your innovative team. Acme's commitment to advancing technology solutions aligns perfectly with my professional vision, and I am thrilled at the prospect of being part of such a forward-thinking organization.

In my previous role as IT Manager at Beta Tech Solutions, I successfully spearheaded a company-wide transition to a cloud-based infrastructure, resulting in a 30% reduction in operational costs and a 40% increase in system efficiency. This project not only enhanced our scalability but also improved collaboration across departments, allowing for a more agile response to market demands. Additionally, I initiated a comprehensive cybersecurity training program that led to a 50% decrease in security incidents over the course of a year, safeguarding sensitive client information and reinforcing our reputation for reliability.

My experience in leading cross-functional teams and my ability to align IT strategy with business objectives uniquely position me for this role. I am keen to bring my expertise in change management and strategic planning to Acme Corporation, where I can help shape a technology roadmap that supports your business goals. I would welcome the opportunity to discuss how my background, skills, and enthusiasms can contribute to the continued success and growth of your organization. Thank you for considering my application.

Sincerely,

Jordan Thompson