

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: Career Change Legal Counsel

Dear Hiring Manager,

I am excited to apply for the Career Change Legal Counsel position at Acme Corporation, as advertised on LinkedIn. With a strong foundation in corporate compliance and a passion for legal advocacy, I see this role as the perfect opportunity to leverage my skills in a new and dynamic environment. Acme's commitment to innovation and ethical standards resonates with my professional values, and I am eager to contribute to your esteemed legal team.

In my previous role as Compliance Manager at XYZ Industries, I successfully led a cross-functional team to overhaul our compliance framework, resulting in a 30% reduction in regulatory violations over two years. This initiative not only enhanced our corporate reputation but also fostered a culture of accountability within the organization. Furthermore, I spearheaded the development of training programs for employees, ensuring that legal compliance became an integral part of our corporate ethos. My ability to communicate complex legal concepts in an accessible manner was key to achieving buy-in from all levels of staff.

As I transition into the Career Change Legal Counsel role, I bring my expertise in risk management and a proactive approach to legal challenges. My experience working closely with legal advisors and external counsels has equipped me with a nuanced understanding of legal processes and the importance of strategic decision-making. I am particularly drawn to this position as it aligns with my goal to utilize my legal knowledge in a more direct capacity, advocating for clients and supporting Acme Corporation's vision.

I am enthusiastic about the possibility of discussing how my background and skills can contribute to the continued success of Acme Corporation. Thank you for considering my application. I look forward to the opportunity to speak with you in more detail.

Sincerely,

Jordan Taylor