

# Jordan Avery

January 16, 2026

Acme Corporation

RE: Career Change Linux Administrator

Dear Hiring Manager,

I am writing to express my enthusiasm for the Career Change Linux Administrator position at Acme Corporation, as advertised on LinkedIn. With a strong foundation in IT support and a recent focus on expanding my skills in Linux systems administration, I am excited about the opportunity to contribute to your team and support Acme's innovative projects.

Throughout my career, I have consistently demonstrated my ability to adapt to new technologies and environments. In my previous role as an IT Support Specialist, I successfully led a project to migrate our company's internal applications to a Linux-based server infrastructure. This not only improved the system's performance by 30% but also reduced operational costs by 20%. Additionally, I took the initiative to implement automated monitoring scripts that proactively identified system issues, which decreased downtime by 40%, ultimately enhancing user satisfaction and productivity across departments.

I am particularly drawn to this position at Acme Corporation because of your commitment to leveraging cutting-edge technology to drive business solutions. I am eager to bring my experience in troubleshooting, system optimization, and user support to contribute to your team. I am confident that my proactive approach and problem-solving skills will help ensure the reliability and efficiency of your Linux systems.

I would welcome the opportunity to discuss how my background and skills align with the needs of your team. Thank you for considering my application. I look forward to the possibility of contributing to Acme Corporation's success.

Sincerely,

Jordan Avery