

Jordan A. Thompson

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Acme Corporation

RE: Career Change Meter Reader

Dear Hiring Manager,

I am excited to apply for the Career Change Meter Reader position at Acme Corporation, which I discovered through your recent job posting on LinkedIn. The opportunity to contribute to a company known for its commitment to accuracy and customer service aligns perfectly with my professional goals and personal values. As someone who enjoys working outdoors and engaging with the community, I believe I would be a valuable addition to your team.

In my previous role as a Field Technician for a utility company, I successfully managed the installation and maintenance of equipment across a wide geographical area. My attention to detail allowed me to achieve a 98% accuracy rate in meter readings, significantly reducing the margin for error and contributing to improved billing processes. Additionally, my strong problem-solving skills enabled me to quickly address customer inquiries and concerns, resulting in a 30% increase in customer satisfaction ratings during my tenure. I am confident that these skills will translate well to the Meter Reader position at Acme Corporation, where precision and customer engagement are vital.

I am looking forward to the possibility of discussing how my background can contribute to the continued success of Acme Corporation. Thank you for considering my application; I hope to speak with you soon to further explore this exciting opportunity.

Sincerely,

Jordan A. Thompson