

# Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Career Change Sous Chef

Dear Hiring Manager,

I am writing to express my enthusiasm for the Career Change Sous Chef position at Acme Corporation, as advertised on your website. Cooking has always been a passion of mine, and after years spent in project management, I am eager to transition my skills into the culinary field where I can channel my creativity and leadership in a kitchen environment.

During my previous role as a project manager, I successfully led a team through a rigorous rebranding initiative for a well-known food product line, which resulted in a 30% increase in sales over six months. This experience honed my ability to work collaboratively under pressure, prioritize tasks effectively, and deliver exceptional outcomes—all skills that are transferable to the fast-paced environment of a professional kitchen. Additionally, I have spent the last two years developing my culinary skills through formal cooking classes and practical experience at local restaurants, where I gained hands-on exposure to menu planning, food preparation, and kitchen management. My dedication culminated in the creation of a seasonal menu for a popular pop-up restaurant, which received rave reviews and increased customer footfall by 40% during its operation.

I am truly excited about the opportunity to bring my unique perspective and skills to the Acme Corporation kitchen. I am particularly drawn to your commitment to innovative flavors and sustainable cooking practices, and I believe my background in project management will enable me to contribute effectively to team dynamics while maintaining the high standards your kitchen is known for. I would love the chance to discuss my candidacy further and explore how I can add value to your team. Thank you for considering my application.

Sincerely,

Jordan Mitchell