

Jordan M. Smith

January 16, 2026

Acme Corporation

RE: Career Change Telecommunications Technician

Dear Hiring Manager,

I am excited to apply for the Career Change Telecommunications Technician position at Acme Corporation, which I discovered on your careers page. With a robust background in technology and a passion for telecommunications, I am eager to leverage my skills in a dynamic environment that values innovation and excellence.

During my previous role as a Network Support Specialist, I was responsible for troubleshooting and optimizing network performance for a large client base. One of my key achievements was leading a project to upgrade our network infrastructure, which resulted in a 30% improvement in connectivity speeds and a significant increase in customer satisfaction ratings. Additionally, I successfully trained a team of five new technicians on the latest diagnostic tools, ensuring our team was well-equipped to meet the evolving challenges in telecommunications. My technical skills, combined with a dedication to customer service, have prepared me to excel in this new role.

I am particularly impressed by Acme Corporation's commitment to advancing telecommunications technology and its focus on sustainable practices. I am eager to contribute my technical expertise and problem-solving abilities to your team. I would love the opportunity to discuss how my background and skills align with the needs of your company. Thank you for considering my application; I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan M. Smith