

Jordan Smith

January 16, 2026

Acme Corporation

RE: Career Change Venture Capital Analyst

Dear Hiring Manager,

I am excited to apply for the Career Change Venture Capital Analyst position at Acme Corporation, which I discovered on your careers page. With a strong background in strategic finance and a passion for fostering innovation, I am eager to leverage my skills in a venture capital environment to support emerging companies and drive impactful growth.

In my previous role as a Financial Analyst at Tech Innovations Inc., I successfully led a project that evaluated over 50 startup pitches, resulting in a 20% increase in successful funding rounds. My analytical skills allowed me to assess market trends and financial viability, which directly contributed to our firm's reputation as a trusted partner for startups. Additionally, I spearheaded a market research initiative that identified three key technology sectors for investment, leading to a 15% return on investment in the first year alone. These experiences have equipped me with the ability to critically assess investment opportunities and support portfolio companies in achieving their business objectives.

I am particularly drawn to Acme Corporation's commitment to supporting visionary entrepreneurs in creating transformative solutions. I believe my analytical expertise and my proactive approach to partnership development align perfectly with your mission. I am eager to bring my unique perspective and experience to your team, and I am excited about the opportunity to contribute to Acme's continued success in the venture capital space.

I look forward to the possibility of discussing my application further and am grateful for your consideration. Thank you for the opportunity to apply for such an exciting role.

Sincerely,

Jordan Smith