

# Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Career Change Warehouse Associate

Dear Hiring Manager,

I am excited to apply for the Career Change Warehouse Associate position at Acme Corporation, which I discovered on your careers page. With a strong background in logistics and a passion for efficiency, I am eager to bring my skills to your team and contribute to your warehouse operations.

In my previous role as a Logistics Coordinator at XYZ Company, I successfully implemented a new inventory tracking system that reduced discrepancies by 25%. This experience taught me the importance of accuracy and attention to detail, skills that are crucial in a warehouse environment. Furthermore, I led a team of five in reorganizing our storage layout, which improved our picking efficiency by 30%. I am confident that my proactive approach and ability to innovate will allow me to make a positive impact at Acme Corporation.

I am particularly drawn to Acme's commitment to sustainability and efficiency, and I believe that my background in optimizing logistics processes aligns well with your company's goals. I would love the opportunity to further discuss how my experience and enthusiasm can contribute to the continued success of your warehouse operations. Thank you for considering my application. I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan A. Thompson