

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Chief Technology Officer

Dear Hiring Manager,

I am excited to apply for the Chief Technology Officer position at Acme Corporation, as advertised on LinkedIn. With over 15 years of experience in technology leadership roles, I am eager to bring my strategic vision and proven track record of innovation to a forward-thinking company like yours.

In my previous role as Vice President of Technology at Global Innovations, I spearheaded a complete digital transformation that increased operational efficiency by 40% within the first year. This initiative included the implementation of a cloud-based infrastructure that not only reduced costs by 30% but also improved our deployment speed for new features, enabling our team to respond to market demands more swiftly. Additionally, I led a cross-functional team in the development of an AI-driven analytics platform that enhanced customer insights and boosted user engagement by 25%, ultimately driving a significant increase in annual revenue.

I am particularly drawn to the opportunity at Acme Corporation because of your commitment to innovation and your strategic approach to leveraging technology for business growth. I believe my extensive experience in leading high-performing teams and my ability to translate complex technical concepts into actionable business strategies would be an asset to your organization. I am eager to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further and explore how I can contribute to Acme Corporation's continued success.

Sincerely,

Jordan Taylor