

Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: City Planner

Dear Hiring Manager,

I am excited to apply for the City Planner position at Acme Corporation, as advertised on your careers page. With a passion for urban development and sustainable planning, I am eager to contribute to your team and help shape vibrant, inclusive communities. I have a strong background in city planning, and I believe my skills and experiences align well with the goals of Acme Corporation.

In my previous role as a City Planner with GreenSpace Solutions, I led a comprehensive urban revitalization project that transformed a neglected downtown area into a thriving commercial district. By collaborating with local stakeholders, I developed a strategic plan that increased foot traffic by 40% and attracted five new businesses within the first year. Additionally, I implemented a public transportation initiative that improved accessibility for residents, resulting in a 20% rise in public transit usage. These experiences have equipped me with the ability to balance creative solutions with practical considerations, ensuring successful project outcomes.

I am particularly drawn to Acme Corporation's commitment to sustainable development and community engagement. I admire your recent initiatives focused on green spaces and affordable housing, and I am eager to bring my expertise in zoning regulations and community outreach to support these efforts. I am confident that my skills in GIS mapping, data analysis, and project management would be a valuable asset to your team.

I would welcome the opportunity to discuss how my experiences and vision align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your innovative projects and making a positive impact on the community.

Sincerely,

Jordan A. Thompson