

Marcus J. Thompson

January 16, 2026

Acme Corporation
RE: Concrete Finisher

Dear Hiring Manager,

I am writing to express my enthusiasm for the Concrete Finisher position at Acme Corporation, as advertised on your careers page. With over five years of hands-on experience in concrete finishing and a strong commitment to quality craftsmanship, I am excited about the opportunity to contribute to your team's success and ensure the highest standards of work on your projects.

In my previous role at XYZ Construction, I successfully led a team that completed a complex commercial flooring project two weeks ahead of schedule while maintaining exceptional quality. My expertise in various finishing techniques, such as troweling and surface preparation, enabled us to achieve a smooth and durable finish that exceeded client expectations. Additionally, I implemented a new quality control process that reduced material waste by 15%, significantly lowering project costs and improving overall efficiency.

I am particularly drawn to Acme Corporation because of your commitment to innovative construction solutions and sustainable practices. I believe that my background in working with eco-friendly materials and my relentless pursuit of excellence align well with your company's mission. I would be thrilled to bring my skills in concrete finishing to your esteemed projects and collaborate with your talented team.

Thank you for considering my application. I look forward to the opportunity to discuss how my experience and skills can contribute to the continued success of Acme Corporation. Please feel free to contact me to arrange a meeting at your convenience.

Sincerely,

Marcus J. Thompson