

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Cable Technician

Dear Hiring Manager,

I am excited to apply for the Entry Level Cable Technician position at Acme Corporation, as advertised on your careers page. With a strong passion for technology and a background in telecommunications, I am eager to bring my skills to your team and contribute to the high standards of service that Acme is known for.

During my time at City Technical College, I completed a hands-on internship with a local cable installation company, where I assisted in the installation and troubleshooting of both residential and commercial cable systems. This experience allowed me to develop a solid understanding of the tools and techniques used in the field. Additionally, I successfully collaborated with my team to reduce installation time by 20% by streamlining the process of equipment setup and customer training, showcasing my ability to identify and implement effective solutions.

Moreover, I hold a certification in Network Cabling, which I achieved by excelling in both theoretical and practical assessments. This certification has equipped me with a strong foundation in cable technologies, including fiber optics and coaxial systems. I am particularly proud of a project where I led a team to design a basic network layout for a campus event, successfully meeting the technical requirements under tight deadlines. My proactive approach and keen problem-solving skills make me a strong candidate for this role.

I am eager to discuss how my background and skills can contribute to the team at Acme Corporation. Thank you for considering my application. I look forward to the opportunity to speak with you further about my fit for the Entry Level Cable Technician position.

Sincerely,

Jordan Smith