

Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Entry Level Crane Operator

Dear Hiring Manager,

I am excited to apply for the Entry Level Crane Operator position at Acme Corporation, which I discovered on your careers page. With a strong foundation in heavy machinery operation and a commitment to safety, I am eager to contribute to your team and help Acme maintain its reputation for excellence in the construction industry.

During my training at the Local 123 Union Apprenticeship Program, I completed over 200 hours of hands-on experience operating a variety of cranes, including mobile and tower cranes. I successfully lifted and moved materials on-site while adhering to strict safety protocols, which resulted in zero safety incidents. Additionally, I collaborated with my team to optimize load planning, increasing efficiency by 15% on key projects. My dedication to learning and growth in this field has prepared me to handle the challenges of the crane operator role at Acme.

I am particularly impressed with Acme Corporation's commitment to innovation and safety in your projects. I am eager to bring my skills and enthusiasm to your team, contributing to safe and successful operations. I look forward to the opportunity to discuss how my background, skills, and ambitions align with the goals of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan Mitchell