

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Entry Level Customs Broker

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Customs Broker position at Acme Corporation, as advertised on your careers page. With a solid foundation in international trade regulations and a keen interest in logistics, I am excited about the opportunity to contribute to your team and support your mission of facilitating global commerce.

During my internship with Global Trade Solutions, I successfully assisted in the preparation of import documentation and coordinated with customs officials to resolve compliance issues. This experience not only refined my attention to detail but also enhanced my understanding of tariff classifications and duty exemptions. Additionally, I participated in a project that aimed to streamline the customs clearance process, which resulted in a 15% reduction in processing time. This practical exposure has equipped me with the skills necessary to navigate complex customs regulations effectively.

Moreover, my academic background in International Business from State University has provided me with a comprehensive understanding of trade compliance, as well as the ability to analyze market trends and their implications on customs procedures. I also completed a capstone project focused on the impact of trade agreements on customs operations, which further ignited my passion for this field. I am confident that my analytical skills and proactive approach will enable me to make valuable contributions to Acme Corporation.

I am eager to discuss how my background, skills, and enthusiasm align with the needs of your team. Thank you for considering my application; I look forward to the possibility of contributing to Acme Corporation and furthering my career in customs brokerage.

Sincerely,

Jordan Taylor