

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Drywall Installer

Dear Hiring Manager,

I am excited to apply for the Entry Level Drywall Installer position at Acme Corporation, as advertised on your company's careers page. With a strong interest in construction and hands-on experience in related tasks, I am eager to contribute to your team and help achieve high-quality results on your projects.

During my recent internship with a local construction company, I gained invaluable experience in drywall installation and finishing. I assisted in the installation of over 1,000 square feet of drywall in both residential and commercial settings, ensuring compliance with safety standards and project specifications. My attention to detail was recognized by my supervisor when I successfully completed a complex project ahead of schedule, which not only saved time but also reduced labor costs for the company. Additionally, I have developed skills in using various tools and equipment required for drywall installation, including measuring tools, drywall saws, and taping knives, which I believe will be beneficial for this role.

I am particularly impressed with Acme Corporation's commitment to quality and innovation in construction practices. I am enthusiastic about the opportunity to work with a team that prioritizes safety and excellence. I would welcome the chance to discuss how my skills and experiences fit with the needs of your team. Thank you for considering my application; I look forward to the possibility of contributing to the success of Acme Corporation.

Sincerely,

Jordan Smith