

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: Entry Level Electrical Engineer

Dear Hiring Manager,

I am excited to apply for the Entry Level Electrical Engineer position at Acme Corporation, as advertised on your careers page. With a Bachelor's degree in Electrical Engineering from State University and a passion for innovative design and technology, I am eager to contribute to your team and help drive your projects forward.

During my academic career, I completed a senior project focused on designing a solar-powered energy system for a local community center. This project not only allowed me to apply my theoretical knowledge but also taught me essential skills in project management and teamwork. Additionally, I interned at XYZ Technologies, where I assisted in the development of a prototype for an IoT device that monitors energy consumption in residential buildings. My role involved circuit design and PCB layout, which got me hands-on experience and exposed me to the product development lifecycle.

I am particularly drawn to the innovative work at Acme Corporation, and I am eager to bring my technical skills and fresh perspectives to your engineering team. I would love the opportunity to discuss how my academic and internship experiences align with the goals of your organization. Thank you for considering my application; I look forward to the possibility of contributing to Acme Corporation and am excited to discuss my application further.

Sincerely,

Jordan Taylor