

# Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Entry Level Field Engineer

Dear Hiring Manager,

I am excited to apply for the Entry Level Field Engineer position at Acme Corporation, which I discovered through the company's careers page. With a strong educational background in engineering and hands-on experience from internships, I am eager to contribute my skills and passion for fieldwork to your esteemed team.

During my internship with XYZ Engineering, I played a pivotal role in a project that involved the installation of a new environmental monitoring system at a local manufacturing site. I collaborated with a team of engineers to develop a streamlined installation process, which reduced the expected installation time by 20%. This experience honed my problem-solving abilities and reinforced my commitment to producing high-quality engineering solutions. Additionally, I took the initiative to conduct a thorough post-installation evaluation, providing valuable feedback that contributed to the ongoing improvement of our procedures.

Furthermore, I have a solid foundation in using various engineering software tools, having completed a comprehensive project using AutoCAD to design a small-scale water distribution system for my senior thesis. This project not only solidified my technical skills but also allowed me to present my findings to a panel of industry professionals, receiving positive feedback for my innovative approach and clarity in communication.

I am particularly drawn to Acme Corporation's commitment to sustainability and innovation in engineering solutions. I am eager to bring my technical skills and enthusiasm for field engineering to your team. I would love the opportunity to discuss how my background, skills, and ambitions align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your team.

Sincerely,

Jordan Mitchell