

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Freight Broker

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Freight Broker position at Acme Corporation, as advertised on your careers page. With a strong interest in logistics and a commitment to providing exceptional service, I am excited about the opportunity to contribute to your team and help streamline your freight operations.

During my internship at XYZ Logistics, I developed skills that directly align with the responsibilities of a freight broker. I successfully coordinated shipments for a diverse range of clients, improving delivery times by 15% through strategic route planning and effective communication with carriers. This experience not only honed my organizational skills but also instilled a deep understanding of the crucial role that timely and efficient logistics play in a company's success. Additionally, my role involved managing client relationships; I was able to increase customer satisfaction ratings by 20% by proactively addressing concerns and providing tailored solutions to meet their needs.

I am particularly drawn to Acme Corporation because of your commitment to innovation in the logistics space and your reputation for outstanding customer service. I am eager to bring my skills in communication, problem-solving, and data analysis to your team, contributing to your mission of delivering reliable and efficient freight solutions. I believe that my proactive approach and passion for the industry make me a strong candidate for this role.

I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed company.

Sincerely,

Jordan Smith