

# Jordan Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Gas Technician

Dear Hiring Manager,

I am excited to apply for the Entry Level Gas Technician position at Acme Corporation, as advertised on your careers page. With a strong foundation in gas systems and a passion for safety and efficiency, I am eager to contribute to your team and help ensure the highest standards of service for your customers.

During my time at the Technical Institute, I completed a comprehensive gas technician program where I gained hands-on experience in troubleshooting and repairing gas appliances. I successfully led a team project that involved installing a new gas line for a commercial kitchen, which not only improved the efficiency of their operations but also resulted in a 20% reduction in gas consumption. Additionally, I completed an internship with a local utility company, where I assisted senior technicians in conducting safety inspections and maintenance checks, further solidifying my commitment to safety and compliance in the gas industry.

I am particularly impressed by Acme Corporation's dedication to innovation and customer service. I believe that my technical skills, combined with my proactive approach and eagerness to learn, would make me a valuable asset to your team. I am enthusiastic about the opportunity to discuss how I can contribute to Acme's mission and support your clients in maintaining safe and efficient gas systems.

Thank you for considering my application. I look forward to the possibility of discussing my qualifications further and how I can be a part of the Acme Corporation team.

Sincerely,

Jordan Thompson