

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Insulation Worker

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Insulation Worker position at Acme Corporation, as advertised on your company's careers page. With a strong interest in building trades and a commitment to energy efficiency, I am excited about the opportunity to contribute to your team and support your projects with dedication and skill.

During my time at XYZ Training Institute, I completed a comprehensive program in construction and insulation techniques, where I gained hands-on experience in various insulation methods, including fiberglass and spray foam. I excelled in a capstone project that involved insulating a model home, which not only received high praise from my instructors but also taught me the importance of precision and attention to detail in achieving optimal energy efficiency. Additionally, I volunteered with Habitat for Humanity, where I assisted in the installation of insulation in several homes, further solidifying my practical skills and understanding of safety protocols in construction environments.

I am particularly drawn to Acme Corporation due to your commitment to innovative insulation solutions that enhance energy conservation and reduce environmental impact. I am eager to contribute to projects that align with these values and am confident that my proactive attitude and readiness to learn will make me a valuable addition to your team. I would appreciate the opportunity to discuss how my background, skills, and enthusiasm for this field can contribute to the success of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of discussing my qualifications further and am excited about the opportunity to join your skilled team at Acme Corporation.

Sincerely,

Jordan Smith