

Jordan T. Reynolds

January 16, 2026

Acme Corporation

RE: Entry Level Marine Biologist

Dear Hiring Manager,

I am writing to express my enthusiastic interest in the Entry Level Marine Biologist position at Acme Corporation, as advertised on your careers page. With a strong academic background and hands-on experience in marine research, I am excited about the opportunity to contribute to your team and further Acme's mission of advancing marine conservation and research.

During my undergraduate studies at Coastal University, I completed a significant research project focused on the behavioral ecology of local fish populations. This project not only honed my fieldwork and analytical skills but also resulted in a published paper in the *Journal of Marine Biology*, where I presented my findings on the impact of environmental stressors on fish behavior. Additionally, I interned with the Marine Conservation Society, where I assisted in the development of community-led initiatives aimed at protecting marine habitats. This experience taught me how to engage effectively with diverse stakeholders and foster collaborative efforts in conservation activities.

I am particularly drawn to this position at Acme Corporation because of your commitment to innovative marine research and conservation strategies. I am eager to bring my skills in data analysis, species identification, and field research to your team. I am confident that my proactive approach and passion for marine biology will add value to your ongoing projects.

I would love the opportunity to discuss my application further and explore how I can contribute to the exciting work at Acme Corporation. Thank you for considering my application, and I look forward to the possibility of discussing my candidacy in more detail.

Sincerely,

Jordan T. Reynolds