

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Mason

Dear Hiring Manager,

I am eager to apply for the Entry Level Mason position at Acme Corporation as advertised on your company website. With a strong foundation in masonry techniques and a passion for craftsmanship, I am excited about the opportunity to contribute to your team and help create durable and aesthetically pleasing structures.

During my training at the local community college, I excelled in various masonry courses, earning top marks and hands-on experience in bricklaying, stone setting, and concrete finishing. One of my notable achievements was leading a group project where we constructed a decorative stone wall for a community park. This experience not only honed my technical skills but also taught me the importance of teamwork, effective communication, and adhering to project timelines. Additionally, I completed an internship with a local masonry contractor, where I assisted in residential renovations and learned the nuances of working with different materials under the guidance of seasoned professionals.

I am particularly drawn to Acme Corporation due to your commitment to quality and innovation in masonry construction. I am eager to bring my proactive attitude, strong work ethic, and willingness to learn to your team. I am confident that my background and enthusiasm for masonry align well with the standards of excellence that Acme Corporation upholds. I would welcome the chance to discuss how my skills and experiences could contribute to your projects.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan Smith