

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Medical Technologist

Dear Hiring Manager,

I am excited to apply for the Entry Level Medical Technologist position at Acme Corporation, which I discovered on your careers page. With a strong foundation in laboratory science from my recent Bachelor's degree in Medical Technology, I am eager to contribute my skills and passion for diagnostics to your esteemed team.

During my academic career, I excelled in my clinical rotations, where I gained hands-on experience in a range of laboratory techniques, including hematology, microbiology, and clinical chemistry. At University Hospital, I successfully completed a project to streamline the blood sample processing protocol, which improved turnaround time by 20%. This experience not only enhanced my technical abilities but also taught me the importance of efficiency and precision in a busy laboratory environment.

Additionally, I completed an internship at City Lab, where I assisted in the analysis of patient samples and ensured compliance with stringent safety standards. My commitment to quality assurance was recognized when I contributed to the successful implementation of a new quality control system, which received positive feedback from supervisors for reducing error rates. I am confident that my proactive approach and attention to detail will make me a valuable addition to Acme Corporation.

I am eager to further discuss how my background, skills, and enthusiasms align with the goals of your team. Thank you for considering my application. I look forward to the opportunity to speak with you soon.

Sincerely,

Jordan Lee Thompson