

# Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: Entry Level Network Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Network Engineer position at Acme Corporation, as advertised on LinkedIn. With a solid foundation in computer networking principles and hands-on experience gained through my academic projects and internships, I am excited about the opportunity to contribute to your team and help enhance Acme's network infrastructure.

During my studies at State University, I successfully completed a capstone project where I designed and implemented a scalable network for a mock organization, which included configuring routers and switches to optimize performance and security. This experience not only honed my technical skills in network design but also allowed me to collaborate effectively with my peers, emphasizing my commitment to teamwork and problem-solving. Additionally, in my internship at Tech Solutions, I assisted in troubleshooting network issues and performed routine maintenance, which resulted in a 20% reduction in downtime for client systems. This hands-on experience reinforced my understanding of network protocols and tools, and I am eager to apply this knowledge in a professional setting.

I am particularly drawn to Acme Corporation because of its reputation for innovation and commitment to excellence in technology solutions. I am excited about the prospect of learning from experienced professionals and contributing to projects that drive efficiency and performance within your networks. I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed team.

Sincerely,

Jordan A. Mitchell