

# Jordan A. Smith

January 16, 2026

Acme Corporation

RE: Entry Level Pilot

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Pilot position at Acme Corporation, as advertised on your careers page. With a strong passion for aviation and a solid foundation in flight training, I am eager to contribute to your team and uphold the high standards of excellence that Acme is known for.

During my flight training at Skyway Aviation Academy, I accumulated over 200 flight hours, successfully completing my Private Pilot License and Instrument Rating. My dedication to safety and attention to detail were recognized when I was awarded the 'Top Student Pilot' accolade, which reflects my commitment to mastering the skills required in this field. Additionally, I participated in a summer internship with Regional Airlines, where I assisted in pre-flight planning and coordinated with the flight crew to ensure compliance with safety regulations. This experience honed my problem-solving abilities in real-world scenarios and allowed me to develop strong communication skills within a team-oriented environment.

I am particularly drawn to Acme Corporation's reputation for innovation in aviation and its commitment to developing new talent in the industry. I am excited about the opportunity to contribute to your team and further my skills as a pilot in a dynamic and professional setting. I would welcome the chance to discuss how my background, training, and enthusiasm align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan A. Smith