

# Jordan Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Security System Installer

Dear Hiring Manager,

I am excited to apply for the Entry Level Security System Installer position at Acme Corporation, which I discovered on your careers page. With a strong background in electronics and a keen interest in security technology, I believe I have the skills and enthusiasm necessary to contribute effectively to your team.

During my recent internship at TechGuard Solutions, I assisted in the installation of over 30 security systems in residential and commercial spaces. This hands-on experience not only enhanced my technical skills but also strengthened my ability to troubleshoot issues on-site swiftly. I was responsible for wiring, configuring security cameras, and integrating alarm systems, which resulted in a 20% increase in installation efficiency compared to previous projects. Additionally, I took the initiative to develop a user-friendly manual for clients, which improved customer satisfaction ratings by 15%. My commitment to excellence and attention to detail ensure that I consistently provide high-quality work.

I am particularly drawn to Acme Corporation because of its reputation for innovative security solutions and commitment to customer service. I am eager to bring my knowledge of system installation and my proactive approach to your esteemed company. I would welcome 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 discussing my application further and hope to contribute to the continued success of Acme Corporation.

Sincerely,

Jordan Thompson