

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Solar Installer

Dear Hiring Manager,

I am excited to apply for the Entry Level Solar Installer position at Acme Corporation, which I discovered on your company's careers page. As someone passionate about renewable energy and committed to sustainability, I am eager to contribute to a team that is making significant strides in solar technology and installation. The opportunity to work with Acme Corporation aligns perfectly with my career goals and values.

During my internship with Green Energy Solutions, I assisted in the installation of solar panels on residential rooftops, where I learned the intricacies of electrical wiring and system set-ups. I collaborated with experienced technicians to ensure that installations met safety standards and were completed on schedule. Additionally, I helped streamline our inventory process, which reduced downtime during installations by 15%. My hands-on experience, coupled with my coursework in renewable energy systems, has provided me with a solid foundation in the technical skills required for this role.

I am particularly drawn to Acme Corporation because of your commitment to innovation and community involvement. I am eager to bring my strong work ethic, attention to detail, and eagerness to learn to your team. I would appreciate the opportunity to discuss how my background and skills can contribute to the ongoing success of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you and exploring how I can be a valuable member of your installation team.

Sincerely,

Jordan Smith