

Jordan Smith

January 16, 2026

Acme Corporation

RE: Entry Level Tile Setter

Dear Hiring Manager,

I am excited to apply for the Entry Level Tile Setter position at Acme Corporation, which I found listed on your company website. With a strong interest in tile installation and a passion for craftsmanship, I am eager to contribute my skills to your team and help bring your clients' visions to life.

During my time as an apprentice with XYZ Tiling Services, I assisted in the installation of various tile projects, where I honed my skills in measuring, cutting, and applying tiles accurately. One significant project was a residential bathroom remodel, where I played a key role in laying over 600 square feet of porcelain tiles. My attention to detail ensured that the tiles were perfectly aligned and adhered, resulting in a highly satisfied client and positive feedback for the company. Additionally, I completed a technical course in tile setting, where I learned the importance of surface preparation and the correct use of adhesives, which I applied during my hands-on training.

I am particularly drawn to Acme Corporation because of your commitment to quality and innovation in tile design. I am eager to bring my strong work ethic and willingness to learn to your team. I am confident that my dedication to achieving high standards in workmanship aligns with your company's goals.

I look forward to the opportunity to discuss how my skills and enthusiasm can contribute to the success of Acme Corporation. Thank you for considering my application. I hope to speak with you soon.

Sincerely,

Jordan Smith