

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: Food Processing Worker

Dear Hiring Manager,

I am writing to express my enthusiasm for the Food Processing Worker position at Acme Corporation, as advertised on your company's careers page. With a strong background in food production and a commitment to maintaining high safety and quality standards, I am excited about the opportunity to contribute to your team.

In my previous role at Fresh Foods Inc., I successfully managed the processing and packaging of various food products, consistently exceeding daily production targets by 15%. My attention to detail and adherence to strict sanitation protocols resulted in zero safety incidents during my tenure, demonstrating my dedication to creating a safe working environment. Furthermore, I played a pivotal role in implementing a new inventory tracking system that increased efficiency by reducing waste by 20%, ultimately saving the company significant costs.

I am particularly impressed by Acme Corporation's commitment to sustainability and innovation in food processing. I am eager to bring my skills in machine operation and quality assurance to your team, ensuring that we not only meet but exceed industry standards. I believe my proactive approach and experience in optimizing production processes will be an asset to your organization.

I would greatly appreciate 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 company.

Sincerely,

Jordan Taylor