

# Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Chief Information Officer

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Chief Information Officer position at Acme Corporation, as advertised on LinkedIn. With over a decade of experience in IT strategy and management, I am eager to bring my expertise in technology-driven solutions to your innovative team. My freelance work has allowed me to collaborate with diverse organizations, honing my skills in aligning technology with business objectives to drive growth and efficiency.

During my tenure as a freelance CIO, I successfully led a project for a mid-sized healthcare company that involved the complete overhaul of their IT infrastructure. By implementing a cloud-based solution, I reduced operational costs by 30% while significantly improving data accessibility for healthcare professionals. Additionally, I spearheaded a cybersecurity initiative for a financial services client, resulting in a 50% decrease in security incidents over a two-year period. These achievements underscore my ability to leverage technology to solve complex business challenges and ensure organizational resilience.

I am particularly drawn to Acme Corporation's commitment to innovation and excellence in the tech space. I am enthusiastic about the opportunity to transition from a freelance role to a full-time position where I can contribute to your strategic vision. I would welcome the chance to discuss how my background, skills, and experiences align with the goals of Acme Corporation in more detail. Thank you for considering my application.

Sincerely,

Jordan A. Thompson