

Jordan Smith

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Civil Engineer

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Civil Engineer position at Acme Corporation, which I discovered on your careers page. With a solid foundation in civil engineering and a track record of successful project management, I am eager to bring my expertise to your esteemed company and contribute to your ongoing projects with innovative solutions and a collaborative spirit.

During my three years as a freelance civil engineer, I successfully led a diverse array of projects, including the design and implementation of a sustainable stormwater management system for a local community park. This initiative not only enhanced the park's ecological sustainability but also improved the quality of life for residents by providing better recreational spaces. Additionally, I managed the renovation of a historic building, ensuring compliance with modern safety standards while preserving its architectural integrity. My ability to navigate complex regulations and collaborate with multiple stakeholders was crucial to completing this project on time and within budget.

I am particularly drawn to the opportunity at Acme Corporation because of your commitment to innovation and community-focused projects. I am eager to contribute my skills in structural design, project management, and problem-solving to your team, ensuring that Acme continues to deliver exceptional engineering solutions. I would love the chance to discuss how my background, skills, and enthusiasms align with the goals of your team. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity further.

Sincerely,

Jordan Smith