

Jordan M. Reynolds

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Construction Worker

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Construction Worker position at Acme Corporation, as advertised on your company's careers page. With a solid background in construction and a proven track record of delivering high-quality work on various projects, I am eager to bring my skills and experience to your esteemed team.

During my freelance career, I successfully managed multiple construction projects from initial planning to final execution. For instance, I played a crucial role in a residential renovation project where I led a team of five workers to complete the job two weeks ahead of schedule, resulting in a significant cost saving for the client. Additionally, I implemented a new scheduling system that improved workflow efficiency by 20%, allowing us to allocate resources more effectively and reduce downtime. My commitment to safety and quality has been recognized through consistent positive feedback from clients and repeat business.

I am particularly drawn to Acme Corporation due to your commitment to innovation and excellence in construction. I admire your recent project involving sustainable building practices, and I am eager to contribute my expertise in this area. I believe my skills in project management, combined with my hands-on experience across various construction tasks, make me a strong candidate for this position.

I would love the opportunity to further discuss how my background, skills, and enthusiasms align with the needs of your team. Thank you for considering my application; I look forward to the possibility of contributing to the continued success of Acme Corporation.

Sincerely,

Jordan M. Reynolds