

Jordan Ellis

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Dock Worker

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Dock Worker position at Acme Corporation, which I discovered on your careers page. With my extensive experience in logistics and dock operations, I am eager to bring my skills to your esteemed company and contribute to the seamless flow of operations on the dock.

During my time as a freelance dock worker, I successfully enhanced the efficiency of loading and unloading processes for multiple clients. One notable achievement was working with a shipping company where I implemented a new pallet stacking strategy that reduced loading times by 20%. This not only improved turnaround times but also increased the overall productivity of the team. Additionally, I have consistently maintained excellent safety records by adhering strictly to safety protocols, which earned recognition from site supervisors and contributed to an accident-free work environment.

I am particularly drawn to Acme Corporation's commitment to excellence and innovation in logistics. I am confident that my proactive approach and problem-solving skills would be valuable assets to your team. I am eager to discuss how my background, skills, and certifications align with the goals of Acme Corporation and how I can contribute to your continued success. Thank you for considering my application, and I look forward to the opportunity to discuss this exciting position further.

Sincerely,

Jordan Ellis