

Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Food Runner

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Food Runner position at Acme Corporation, which I discovered on your company website. With a passion for the food service industry and a commitment to excellent customer experiences, I believe my background and skills make me a great fit for your team.

During my time as a freelance food runner, I successfully honed my abilities in fast-paced environments by collaborating with various restaurants and catering services. One of my key achievements was increasing order delivery efficiency by 20% at a popular local eatery, which involved reorganizing the workflow and implementing streamlined communication between the kitchen and dining staff. Additionally, my role at a large festival allowed me to manage food service logistics for over 1,000 attendees, ensuring timely service and high-quality standards under pressure.

I am particularly drawn to Acme Corporation's commitment to quality and customer satisfaction, which aligns perfectly with my work ethic and dedication to excellence. I am eager to contribute to your team and help enhance the dining experience for your guests. I would love the opportunity to discuss my candidacy further and explore how I can support your operations as a full-time food runner. Thank you for considering my application.

Sincerely,

Jordan Mitchell