

Jordan Ellis

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Acme Corporation

RE: Freelance To Full Time General Manager

Dear Hiring Manager,

I am writing to express my enthusiasm for the Freelance To Full Time General Manager position at Acme Corporation, as advertised on LinkedIn. With a robust background in project management and operational excellence, I am excited about the opportunity to contribute to your esteemed organization and help drive its strategic initiatives forward.

During my freelance tenure, I successfully led a cross-functional team to launch a new product line for a startup client, resulting in a 30% increase in their market share within the first year. I developed and implemented streamlined processes that reduced project timelines by 25%, showcasing my ability to manage resources efficiently while delivering on ambitious goals. Additionally, I orchestrated a comprehensive operational review for another client, which identified key areas for improvement and yielded a cost reduction of 15%, reinforcing my commitment to continuous improvement and operational excellence.

I am particularly drawn to Acme Corporation's dedication to innovation and quality, which aligns with my own professional values. I believe my proactive approach and strong leadership skills would be an asset to your team. I am eager to discuss how my background, combined with my freelance experiences, can translate into meaningful contributions as a full-time General Manager. Thank you for considering my application, and I look forward to the opportunity for further discussion.

Sincerely,

Jordan Ellis