

Jordan Lee Thompson

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Acme Corporation

RE: Freelance To Full Time Instructional Designer

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Instructional Designer position at Acme Corporation, which I found listed on LinkedIn. With over five years of experience in creating engaging and effective learning experiences, I am eager to bring my skills to your innovative team. The prospect of contributing to Acme's mission to enhance professional development through high-quality instructional design is particularly appealing to me.

In my recent freelance role, I successfully collaborated with a technology firm to develop a comprehensive onboarding program for new hires. This project not only improved the onboarding experience but also increased employee retention rates by 20% within the first year. Additionally, I redesigned an e-learning module for a non-profit organization that had been receiving negative feedback. After conducting a thorough needs analysis and implementing a more interactive approach, the course completion rates rose from 50% to 85%, showcasing my ability to drive engagement through thoughtful design.

I am particularly drawn to this position at Acme Corporation because of your commitment to using cutting-edge technology in instructional design. I am eager to bring my background in multimedia design and user experience to your team. I believe my freelance experience has equipped me with a unique perspective and a flexible skill set that will align well with your needs. I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity further and exploring how I can contribute to your team.

Sincerely,

Jordan Lee Thompson