

Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Packer

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Packer position at Acme Corporation, which I discovered on your careers page. With my extensive experience in logistics and packing, I am eager to contribute to your team and ensure that products meet the highest standards of quality and efficiency.

In my previous freelance role, I successfully managed the packing and shipping for a local e-commerce business, where I improved packing efficiency by 30%. By implementing a systematic approach to inventory management and packing processes, I reduced errors and ensured that all shipments arrived on time and in perfect condition. Additionally, I trained new team members in best practices for packing and safety, which fostered a collaborative work environment and enhanced our team's overall productivity.

I am particularly drawn to this opportunity at Acme Corporation because of your commitment to quality and customer satisfaction. I am confident that my attention to detail and proactive approach will align perfectly with your goals. I am looking forward to the possibility of discussing how I can bring my skills and experiences to your team. Thank you for considering my application.

Sincerely,

Jordan A. Thompson