

Jordan Smith

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Acme Corporation

RE: Freelance To Full Time Scrum Master

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Scrum Master position at Acme Corporation, which I discovered on LinkedIn. With over five years of experience leading Agile teams and a proven track record of delivering successful projects, I am eager to contribute my skills to your dynamic team and support the company's growth initiatives.

In my recent freelance role with Tech Solutions, I successfully guided a cross-functional team of 10 in the development of a cloud-based application that increased our client's operational efficiency by 30%. Implementing Agile methodologies, I facilitated daily stand-ups, sprint planning, and retrospectives, ensuring timely delivery of all milestones. My efforts not only improved team performance but also led to a 40% reduction in project delivery time. Additionally, I played a pivotal role in mentoring junior team members, enhancing their understanding of Scrum principles, which resulted in a more cohesive and productive work environment.

Another notable achievement was during my collaboration with Creative Agency, where I led the transition from a Waterfall to an Agile model. This shift empowered the team to embrace Agile practices, resulting in a 50% improvement in client satisfaction ratings. By fostering open communication and collaboration, I managed to align project goals with client expectations effectively, which is crucial in a freelance-to-full-time environment.

I am very enthusiastic about the opportunity to discuss how my experience and passion for Agile methodologies align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and am eager to explore this opportunity further.

Sincerely,

Jordan Smith