

Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Vice President

Dear Hiring Manager,

I am writing to express my enthusiasm for the Freelance to Full Time Vice President position at Acme Corporation, as advertised on LinkedIn. With over a decade of experience in strategic leadership and project management, I am excited about the opportunity to contribute to Acme's innovative approach and vision for growth.

In my previous freelance role, I successfully led a cross-functional team to develop a comprehensive marketing strategy that resulted in a 30% increase in client acquisition for a major tech startup. By conducting in-depth market analysis and leveraging data-driven insights, I was able to identify key opportunities that aligned with the company's objectives. Additionally, I spearheaded a cost-reduction initiative for a mid-sized firm, which streamlined operations and saved the company over \$500,000 annually, demonstrating my ability to drive efficiency and profitability.

My experience as a consultant has also allowed me to cultivate strong relationships with stakeholders, enhancing collaboration and ensuring alignment towards common goals. I am particularly drawn to Acme Corporation because of its commitment to innovation and excellence, and I am eager to bring my strategic vision and results-oriented mindset to your esteemed team.

I would love the chance to discuss how my background and skills align with the goals of Acme Corporation. Thank you for considering my application, and I look forward to the possibility of contributing to your success.

Sincerely,

Jordan A. Thompson