

Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: Genetic Counselor

Dear Hiring Manager,

I am writing to express my enthusiasm for the Genetic Counselor position at Acme Corporation as advertised on LinkedIn. With a Master's degree in Genetic Counseling from the University of California, I have honed my skills in patient advocacy, genetic risk assessment, and interdisciplinary collaboration, and I am excited about the opportunity to contribute to your team.

During my previous role at GenCare Genetics, I successfully led a project that integrated a new telehealth platform, which increased patient access to genetic counseling services by 40%. This initiative not only streamlined our processes but also improved patient satisfaction scores significantly. Additionally, I collaborated with a multidisciplinary team to develop a comprehensive educational program on hereditary cancer syndromes, which resulted in a 30% increase in awareness and referrals from primary care providers. My ability to communicate complex genetic concepts in an accessible manner has been a key factor in these achievements.

I am particularly drawn to Acme Corporation's commitment to advancing genetic research and improving patient outcomes. I believe my background in clinical genetics combined with my proactive approach to patient care aligns well with your mission. I am eager to bring my expertise in genetic counseling, as well as my passion for supporting families, to your esteemed organization.

I would welcome the opportunity to discuss how my experience and vision can contribute to the continued success of Acme Corporation. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan A. Mitchell