

# Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Internship Drywall Installer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Drywall Installer position at Acme Corporation, which I discovered on your careers page. With a strong interest in construction and hands-on skills, I am eager to contribute to your team while gaining valuable experience in drywall installation and finishing. Acme Corporation's reputation for quality work and commitment to excellence aligns perfectly with my career goals and values.

During my previous summer internship with BuildRight Contractors, I gained practical experience working alongside seasoned drywall installers. I assisted with the installation of drywall in both residential and commercial spaces, ensuring that I adhered to safety protocols and industry standards. My attention to detail was crucial in finishing seams and preparing surfaces for painting, which resulted in a 20% reduction in rework time for our team. Additionally, I worked on a team project that involved retrofitting an office space with new drywall, where I learned to collaborate effectively with colleagues to meet tight deadlines and maintain high-quality workmanship.

I am particularly excited about the opportunity to intern with Acme Corporation as it would allow me to further develop my skills in drywall installation while contributing to projects that emphasize quality and efficiency. I am eager to bring my strong work ethic and dedication to learning to your team. I would love the opportunity to discuss my application further and explore how I can contribute to the success of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan Lee Thompson