

Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Internship Industrial Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Industrial Engineer position at Acme Corporation, as advertised on your careers page. With a strong background in industrial engineering principles and a passion for process optimization, I am excited about the opportunity to contribute to your team and gain hands-on experience in a dynamic environment.

During my time at XYZ University, I led a project to analyze and redesign a production line for a local manufacturer, which resulted in a 20% increase in efficiency and a significant reduction in waste. By employing lean manufacturing techniques, I was able to identify bottlenecks in the workflow and implement solutions that improved overall productivity. Additionally, I interned at ABC Industries, where I assisted in the development of a new inventory management system that decreased excess stock by 30%, directly impacting the company's bottom line. These experiences have equipped me with a solid foundation in data analysis and project management, which I am eager to apply at Acme Corporation.

I am particularly drawn to Acme Corporation's commitment to innovation and excellence in engineering solutions. I am excited about the prospect of working alongside seasoned professionals and contributing to projects that enhance operational efficiency and sustainability. I believe that my proactive approach to problem-solving and my dedication to continuous improvement align well with your team's values.

I would welcome the opportunity to discuss how my background and skills could contribute to the ongoing success of Acme Corporation. Thank you for considering my application. I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan Mitchell