

Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Mechanic

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Mechanic position at Acme Corporation as advertised on your careers page. With a strong passion for automotive engineering and hands-on experience in mechanical systems, I am eager to bring my skills and dedication to your esteemed company, known for its commitment to innovation and quality in the automotive field.

During my time at XYZ Technical School, I successfully completed a rigorous automotive program where I not only gained theoretical knowledge but also practical skills in vehicle maintenance and repair. I had the opportunity to work on a team project where we rebuilt an old engine, which not only improved my technical abilities but also enhanced my teamwork and problem-solving skills. This project taught me the importance of precision and attention to detail in mechanical work, qualities I believe are crucial for an intern at Acme Corporation.

Additionally, I interned at a local repair shop where I assisted certified mechanics in diagnosing issues and performing repairs on various vehicle models. I took the initiative to learn about advanced diagnostic tools, which allowed me to contribute to a 20% increase in job efficiency by streamlining the troubleshooting process. This experience reinforced my commitment to continuous learning and improvement in the field of mechanics.

I am excited about the opportunity to contribute to Acme Corporation and further develop my skills in a professional setting. I look forward to the possibility of discussing my application in more detail and exploring how I can be a valuable asset to your team. Thank you for considering my application.

Sincerely,

Jordan Smith