

# Jordan Smith

January 16, 2026

Acme Corporation

RE: Internship Rigger

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Rigger position at Acme Corporation, as advertised on your careers page. With a strong background in mechanical systems and hands-on experience in rigging during my academic projects, I am excited about the opportunity to contribute to your team and learn from the industry leaders at Acme.

During my studies at the Technical Institute, I had the chance to work on a team project where we designed and constructed a scale model of a bridge, which required precise rigging techniques to ensure safety and structural integrity. I led the rigging operations, where I developed and implemented a detailed rigging plan that not only met all safety regulations but also optimized the load distribution across the model. This experience not only honed my technical skills but also reinforced the importance of teamwork and effective communication in achieving project goals.

Additionally, I completed a summer internship with XYZ Construction, where I was responsible for assisting the rigging crew on-site. I learned to operate various rigging equipment and gained firsthand experience in lifting heavy loads safely. I was recognized for my proactive approach and willingness to take on additional responsibilities, which led to my involvement in a high-stakes project that required careful planning and execution under tight deadlines. My ability to adapt quickly and work collaboratively in high-pressure situations would be an asset to Acme Corporation.

I am eager to bring my passion for rigging and my hands-on experience to your team. I would appreciate the opportunity to discuss how my background and skills align with the needs of Acme Corporation further. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed team.

Sincerely,

Jordan Smith