

# Jordan Lee Anderson

January 16, 2026

Acme Corporation

RE: Internship Roofer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Roofer position at Acme Corporation, as advertised on your company's careers page. With a passion for roofing and a keen interest in pursuing a hands-on role within a reputable company, I am eager to contribute to your team and gain valuable experience in the roofing industry.

During my recent coursework in construction technologies at my local community college, I completed a project where I assisted in the installation of a residential roof as part of a team. I was responsible for measuring and cutting materials to ensure proper fitting, which not only enhanced my technical skills but also underscored the importance of precision in our work. Additionally, I participated in a summer volunteer program with Habitat for Humanity, where I collaborated with experienced roofers to install shingles on several homes. This experience taught me not only the physical demands of the job but also the importance of teamwork and communication on a job site.

I am particularly impressed with Acme Corporation's commitment to quality and safety standards in roofing. I am eager to learn from your skilled professionals and contribute my strong work ethic and dedication to excellence. I am confident that my proactive approach to learning and my ability to adapt quickly will enable me to make a positive impact as an intern.

I would love the opportunity to discuss how my background and skills align with the needs of your team. Thank you for considering my application for the Internship Roofer position. I look forward to the possibility of contributing to your esteemed company and am excited about the potential to learn from your talented staff.

Sincerely,

Jordan Lee Anderson