

# Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Internship Tool And Die Maker

Dear Hiring Manager,

I am excited to apply for the Internship Tool And Die Maker position at Acme Corporation, as advertised on your company's careers page. With a strong passion for precision engineering and a keen eye for detail, I am eager to contribute my skills and enthusiasm to your team while gaining invaluable hands-on experience in the field.

During my studies in Mechanical Engineering at State University, I successfully completed a project where I designed and manufactured a prototype of a custom tool holder, which improved the machining process efficiency by 25%. This experience not only honed my technical skills in CAD software but also taught me the importance of precision and accuracy in tool design. Additionally, I interned at XYZ Manufacturing, where I collaborated with senior engineers to develop dies for automotive parts. This role enabled me to engage in the entire lifecycle of tool making, from conception to testing, and I learned to troubleshoot and resolve design issues quickly, ensuring that production timelines were met.

I am particularly drawn to Acme Corporation's commitment to innovation and quality within the tool and die industry. I believe that my proactive approach to problem-solving and my ability to work collaboratively in a fast-paced environment align well with your company's values. I am eager to bring my technical knowledge and passion for manufacturing to your esteemed team.

I would love the opportunity to discuss my application further and explore how I can contribute to the ongoing success of Acme Corporation. Thank you for considering my application; I look forward to the possibility of working together.

Sincerely,

Jordan Mitchell