

Jordan A. Miller

January 16, 2026

Acme Corporation

RE: Internship Truck Driver

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Truck Driver position at Acme Corporation, which I discovered on your careers page. As a dedicated logistics student with hands-on experience in transportation and a genuine passion for the trucking industry, I am excited about the opportunity to contribute to your esteemed team and further develop my skills in a dynamic environment.

During my coursework at Riverside Community College, I completed a comprehensive program in Commercial Vehicle Operations, where I gained valuable driving experience and obtained my Class A CDL. Additionally, I interned with Local Delivery Services, where I assisted in the management of route logistics and contributed to a 15% increase in on-time deliveries over a three-month period. My role involved not only driving but also ensuring the safe handling of cargo, performing routine vehicle inspections, and collaborating effectively with dispatch teams to optimize delivery schedules.

I am particularly impressed with Acme Corporation's commitment to sustainability and efficiency in logistics. I believe my proactive approach to problem-solving and my keen attention to safety protocols would align well with your company's values. I am eager to bring my unique skills and insights to your team, while also gaining invaluable experience from seasoned professionals in the field.

I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team as an Internship Truck Driver.

Sincerely,

Jordan A. Miller