

# Jordan Mitchell

January 16, 2026

Acme Corporation  
RE: Investment Analyst

Dear Hiring Manager,

I am excited to apply for the Investment Analyst position at Acme Corporation, which I discovered on LinkedIn. With a strong background in financial analysis and a passion for investment strategies, I am eager to contribute my skills to your team and help drive informed decision-making that aligns with Acme's strategic goals.

In my previous role at Global Investments Inc., I successfully conducted extensive market research and financial modeling that resulted in a 20% increase in portfolio performance over six months. Through my detailed analysis of emerging market trends, I identified key acquisition opportunities that led to the successful purchase of two undervalued firms, ultimately enhancing our investment diversification strategy. Additionally, I collaborated with senior analysts to optimize asset allocation, which improved our risk-adjusted returns by 15% in the last fiscal year.

I am particularly drawn to the innovative approach that Acme Corporation takes towards investment analysis and management. I am eager to bring my expertise in quantitative analysis and my proactive attitude to your team. I believe my proven track record in delivering actionable insights and fostering collaboration can contribute significantly to your ongoing projects.

I would love the opportunity to discuss how my background, skills, and enthusiasms align with the objectives of Acme Corporation. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan Mitchell