

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Lab Technician

Dear Hiring Manager,

I am excited to apply for the Lab Technician position at Acme Corporation, as advertised on your careers page. With a strong background in laboratory procedures and a passion for scientific research, I am eager to contribute my skills to your esteemed team and support the innovative work being done at Acme.

In my previous role at BioTech Labs, I successfully managed various laboratory experiments focused on microbiological analysis. One notable achievement was leading a project that reduced contamination rates by 30% through the implementation of a new sterilization protocol. This not only enhanced the quality of our results but also improved overall lab efficiency. Additionally, I was part of a team that developed a streamlined data collection process using advanced software, which decreased data entry time by 40%, allowing us to focus more on analysis and interpretation.

I am particularly drawn to the Lab Technician position at Acme due to your commitment to cutting-edge research and quality assurance. I believe my expertise in laboratory safety protocols and my ability to work collaboratively in a team-oriented environment would make me a valuable addition to your team. I am eager to bring my technical skills, attention to detail, and problem-solving abilities to Acme Corporation.

I would love the opportunity to discuss how I can contribute to your team further. Thank you for considering my application. I look forward to the possibility of working together and contributing to the exciting projects at Acme Corporation.

Sincerely,

Jordan Taylor