

Johnathan R. Mitchell

January 16, 2026

Acme Corporation
RE: Military Officer

Dear Hiring Manager,

I am writing to express my sincere enthusiasm for the Military Officer position at Acme Corporation, which I discovered on your careers page. With a strong background in military operations and leadership, I am excited about the opportunity to contribute my skills and experience to your esteemed organization. My dedication to excellence and strategic thinking aligns well with Acme Corporation's commitment to innovation and service.

During my tenure as a Captain in the U.S. Army, I successfully led a battalion of over 300 soldiers in high-pressure environments, demonstrating my ability to make critical decisions under duress. A significant achievement was executing a complex logistical operation that improved our supply chain efficiency by 30%, ensuring our troops received essential supplies on time. Additionally, I spearheaded a training initiative that reduced response times during emergency drills by 25%, enhancing our unit's readiness and operational effectiveness.

I am particularly drawn to the values upheld by Acme Corporation, especially its focus on teamwork and integrity. I am eager to bring my leadership experience, coupled with my strategic planning skills, to foster collaboration and drive results within your team. I would love the opportunity to discuss how my background and achievements prepare me to make a positive impact as a Military Officer at Acme Corporation. Thank you for considering my application, and I look forward to the possibility of contributing to your team.

Sincerely,

Johnathan R. Mitchell