

Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Millwright

Dear Hiring Manager,

I am writing to express my enthusiasm for the Millwright position at Acme Corporation, as advertised on your careers page. With a solid foundation in machinery maintenance and repair, coupled with over five years of hands-on experience in industrial settings, I am excited about the opportunity to contribute to your team and ensure the efficiency of your operations.

In my previous role at ABC Manufacturing, I successfully led a project to overhaul our aging conveyor system, which resulted in a 25% increase in production efficiency. By integrating advanced troubleshooting techniques and collaborating closely with my team, we minimized downtime and exceeded production targets for three consecutive quarters. Additionally, I have extensive experience with preventative maintenance and emergency repairs, having resolved multiple critical equipment failures that previously halted operations, restoring functionality within tight deadlines.

I am particularly drawn to Acme Corporation due to your commitment to innovation and quality in manufacturing. I believe my proactive approach and problem-solving skills align well with your company's values. I am eager to bring my expertise in equipment alignment, hydraulic systems, and machinery diagnostics to your team. I would welcome the opportunity to discuss how my background, skills, and certifications can be an asset to Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan A. Thompson