

Jordan Miller

January 16, 2026

Acme Corporation

RE: No Experience Concrete Finisher

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Concrete Finisher position at Acme Corporation, as advertised on your careers page. With a strong interest in construction and a commitment to developing my skills in concrete finishing, I am eager to contribute to your team and learn from the industry's best.

Although I am new to the concrete finishing field, my background includes valuable hands-on experience in various labor-intensive roles. During my time working on a residential landscaping project, I assisted in preparing and pouring concrete for patios, ensuring that we adhered to strict quality and safety standards. My attention to detail helped the team achieve a flawless finish, which was later praised by the homeowners. Additionally, I have completed a hands-on training course in basic construction techniques, where I learned about the importance of proper mixing, pouring, and finishing techniques, setting a solid foundation for my future in concrete work.

I am particularly drawn to Acme Corporation because of your commitment to quality workmanship and employee development. I am excited about the opportunity to learn from experienced professionals and contribute to projects that reflect the high standards your company is known for. I am very interested in discussing how my background and dedication to learning can be an asset to your team. Thank you for considering my application; I look forward to the possibility of contributing to Acme Corporation.

Sincerely,

Jordan Miller