

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: No Experience Food Runner

Dear Hiring Manager,

I am excited to apply for the No Experience Food Runner position at Acme Corporation, which I discovered on your careers page. The vibrant atmosphere and commitment to quality service at Acme aligns with my passion for the food industry and my desire to contribute to an exceptional dining experience. I am eager to bring my energy and dedication to your team as I embark on my journey in this field.

While I may not have formal experience in a food runner role, I have developed strong skills in fast-paced environments through my previous positions in retail and volunteer work. During my time as a sales associate at a busy clothing store, I honed my ability to work efficiently under pressure, handling multiple tasks simultaneously while ensuring customer satisfaction. In addition, my volunteer work at local food drives taught me the importance of teamwork and communication, as I collaborated with others to prepare and distribute meals to families in need. These experiences have equipped me with the skills necessary to thrive in a dynamic restaurant setting, where timely service and attention to detail are paramount.

I am very enthusiastic about the opportunity to join Acme Corporation and contribute to your mission of delivering outstanding service. I am eager to learn from your experienced staff and further develop my skills as a food runner. I would welcome the chance to discuss how my background and strengths can benefit your team. Thank you for considering my application; I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan Lee Thompson