

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: No Experience Industrial Engineer

Dear Hiring Manager,

I am excited to apply for the No Experience Industrial Engineer position at Acme Corporation, which I discovered on your careers page. With a strong academic background in industrial engineering and a passion for optimizing processes, I am eager to contribute to your team and help drive efficiency within your operations.

During my time at university, I completed a capstone project focused on streamlining inventory management for a local manufacturing firm. By analyzing their supply chain processes and implementing a just-in-time inventory system, I was able to help reduce excess stock by 20%, which not only minimized storage costs but also improved overall production efficiency. Additionally, I interned with a logistics company where I assisted in developing a simulation model that analyzed workflow patterns, leading to a 15% reduction in delivery times. These experiences have equipped me with the skills to analyze complex problems and devise innovative solutions in a real-world setting.

I am particularly drawn to Acme Corporation because of your commitment to continuous improvement and innovation in industrial engineering. I am eager to bring my analytical skills and enthusiasm for optimization to your team. I would appreciate the opportunity to discuss how my background, albeit limited, aligns with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed company.

Sincerely,

Jordan Taylor