

Jordan Taylor

January 16, 2026

Acme Corporation

RE: No Experience Legal Counsel

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Legal Counsel position at Acme Corporation, as advertised on your careers page. The opportunity to contribute to a forward-thinking organization while developing my legal expertise greatly excites me, especially given Acme's reputation for fostering innovation within the legal field.

During my time at university, I excelled in my coursework and gained practical insights through my involvement with the student legal aid clinic. I successfully collaborated with a team to provide legal information and support to clients in need, demonstrating my ability to communicate complex legal concepts clearly and effectively. Additionally, I completed an internship with a local non-profit organization, where I assisted in drafting legal documents and conducting research for ongoing cases. This experience honed my analytical skills and deepened my commitment to using law as a tool for positive change.

I am eager to bring my strong work ethic, passion for the law, and commitment to learning to Acme Corporation. I believe my proactive approach and eagerness to learn will allow me to quickly adapt to the challenges of the No Experience Legal Counsel role. I would be thrilled to discuss my qualifications further and explore how I can contribute to your esteemed legal team. Thank you for considering my application.

Sincerely,

Jordan Taylor