

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: No Experience Pharmacy Technician

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Pharmacy Technician position at Acme Corporation, which I discovered on your careers page. As a recent graduate with a strong foundation in science and a passion for healthcare, I am eager to contribute to your team and provide exceptional patient care.

During my studies at City College, I completed a rigorous coursework in chemistry and biology that has equipped me with a solid understanding of pharmaceuticals. Additionally, I volunteered at the local community clinic, where I assisted in organizing medication inventory and helping patients understand their prescriptions. This experience not only honed my organizational skills but also reinforced my commitment to supporting healthcare professionals in delivering quality service.

I am particularly excited about the opportunity to work at Acme Corporation due to your commitment to innovation in pharmacy services. I believe my strong communication skills, attention to detail, and eagerness to learn will allow me to thrive in this role. I am keen to develop my skills further through your training programs and contribute to the efficient operation of your pharmacy.

I would be thrilled to discuss how my background and enthusiasm align with the needs of Acme Corporation. Thank you for considering my application. I look forward to the opportunity to speak with you about how I can contribute to your team.

Sincerely,

Jordan Taylor