

Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: No Experience Pilot

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Pilot position at Acme Corporation, as advertised on your careers page. With a lifelong passion for aviation and a commitment to safety and learning, I am eager to begin my career with a company renowned for its innovation and excellence in the industry.

Though I may not have direct piloting experience, I have successfully completed my Private Pilot License training, where I logged over 60 flight hours and developed strong foundational skills in navigation, communication, and aircraft systems. During my training, I received commendations from my instructor for my ability to remain calm under pressure and my quick adaptation to new challenges. Additionally, I worked as a flight operations intern at a local flight school, where I assisted in coordinating flight schedules, ensuring compliance with FAA regulations, and supporting instructors in pre-flight checks, which provided me with valuable insights into the operational aspects of aviation.

I am particularly drawn to Acme Corporation's commitment to training and developing new pilots. I am excited about the opportunity to contribute to your team and grow alongside experienced professionals. I am eager to further discuss how my training, proactive attitude, and dedication to safety can align with Acme's mission. Thank you for considering my application; I look forward to the possibility of discussing my candidacy in more detail.

Sincerely,

Jordan A. Mitchell