

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: No Experience Safety Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Safety Engineer position at Acme Corporation, as advertised on your careers page. The opportunity to begin my career with a company renowned for its commitment to safety and innovation aligns perfectly with my career aspirations and values. I am eager to contribute to your team and learn from the best in the industry.

During my academic career at the University of Engineering, I completed a comprehensive project focused on risk assessment in laboratory environments, where I collaborated with a team to identify potential hazards and develop mitigation strategies. This project not only honed my analytical skills but also allowed me to present our findings to faculty and peers, receiving commendation for our practical recommendations on safety improvements. Additionally, I interned at GreenTech Solutions where I assisted in conducting safety audits, ensuring compliance with OSHA regulations. This role provided me with invaluable hands-on experience, reinforcing my understanding of safety protocols and the importance of a proactive safety culture in the workplace.

I am excited about the possibility of contributing to Acme Corporation's mission to uphold the highest safety standards. I am particularly impressed by your initiatives in promoting employee health and safety, and I am eager to bring my strong work ethic and problem-solving abilities to your team. I look forward to the opportunity to discuss how my background, skills, and enthusiasm align with the needs of your organization. Thank you for considering my application.

Sincerely,

Jordan Lee Thompson