

# Jordan Thompson

January 16, 2026

Acme Corporation

RE: No Experience Scrum Master

Dear Hiring Manager,

I am excited to apply for the No Experience Scrum Master position at Acme Corporation, which I discovered on your careers page. I have always been passionate about fostering collaboration and enhancing team performance, and I believe this role aligns perfectly with my skills and aspirations. The opportunity to contribute to a dynamic team focused on Agile methodologies at such a renowned company as Acme Corporation is truly inspiring.

While I may not have formal experience as a Scrum Master, I have actively engaged in Agile practices throughout my academic and professional endeavors. During my time at university, I led a group project where we adopted Agile techniques to develop a software application. By implementing daily stand-ups and sprint planning sessions, we improved our project delivery time by over 30%, demonstrating the effectiveness of Agile frameworks even in a student environment. Additionally, in my internship with XYZ Tech, I facilitated communication between cross-functional team members, ensuring that everyone was aligned on project goals and deadlines. This experience taught me the importance of transparency and collaboration, which are essential qualities for a successful Scrum Master.

I am eager to bring my enthusiasm for Agile methodologies and my commitment to team success to Acme Corporation. I look forward to the possibility of discussing how my skills and experiences could contribute to your team's objectives. Thank you for considering my application. I hope to speak with you soon.

Sincerely,

Jordan Thompson