

# Jordan W. Mitchell

January 16, 2026

Acme Corporation

RE: Personal Injury Lawyer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Personal Injury Lawyer position at Acme Corporation, as advertised on your company website. With a strong track record in personal injury litigation and a commitment to advocating for client rights, I am excited about the opportunity to contribute to your esteemed firm.

In my previous role at Smith & Associates, I successfully represented a client who suffered a severe injury due to a workplace accident. Through meticulous research and negotiation, I secured a settlement of \$1.2 million, which not only provided significant financial relief for my client but also set a precedent for future cases in our jurisdiction. Additionally, I spearheaded a community outreach program aimed at educating the public on their rights following personal injuries, which resulted in a 30% increase in client inquiries within a year.

I am particularly drawn to Acme Corporation's commitment to providing personalized and rigorous legal representation to clients. I believe that my proactive approach to case management and my ability to connect with clients on a personal level align well with your firm's values. I am eager to bring my expertise in negotiation and trial advocacy to your team while ensuring that every client receives the justice they deserve.

I look forward to the opportunity to discuss how my background, skills, and enthusiasms can contribute to the continued success of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan W. Mitchell