

Jordan A. Thompson

January 16, 2026

Acme Corporation

RE: Promotion Chief People Officer

Dear Hiring Manager,

I am excited to apply for the Promotion Chief People Officer position at Acme Corporation, as advertised on LinkedIn. With over 15 years of experience in human resources and talent management, I am eager to bring my expertise in fostering a diverse and inclusive workplace culture to your esteemed organization.

In my previous role as Senior Vice President of People Operations at Innovate Solutions, I spearheaded a comprehensive employee engagement initiative that resulted in a 35% increase in employee satisfaction scores within a year. By implementing targeted training programs and mentorship opportunities, I not only enhanced individual performance but also facilitated a more collaborative environment across departments. Additionally, I successfully led a diversity hiring initiative that increased underrepresented groups in our workforce by 40%, aligning with our corporate values and enhancing our innovative capabilities.

As I transition into the role of Promotion Chief People Officer at Acme Corporation, I am particularly drawn to your commitment to professional development and talent promotion from within. My approach to strategic talent management is rooted in data-driven decision-making and a commitment to building high-performing teams. I am excited about the opportunity to discuss how my experience in developing talent pipelines can contribute to Acme's vision and help elevate the organization to new heights.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to the continued success and growth of Acme Corporation as your next Promotion Chief People Officer.

Sincerely,

Jordan A. Thompson