

Jordan Thompson

January 16, 2026

Acme Corporation

RE: Promotion Dock Worker

Dear Hiring Manager,

I am excited to apply for the Promotion Dock Worker position at Acme Corporation, as advertised on your careers page. With a strong background in logistics and a passion for optimizing warehouse operations, I am eager to contribute my skills to your team and help enhance your shipping efficiency.

In my previous role as a Dock Worker at Global Shipping Solutions, I successfully implemented a new inventory tracking system that reduced loading times by 20%, significantly increasing overall productivity. I also played a key role in training new employees on safety protocols and efficient loading techniques, which contributed to a 30% decrease in workplace accidents over the past year. My dedication to maintaining a safe and organized work environment aligns perfectly with Acme Corporation's commitment to operational excellence.

Additionally, I coordinated with various departments to streamline communication, which resulted in a 15% improvement in order fulfillment timelines. By fostering a collaborative atmosphere, I ensured that all team members were aligned with company objectives, directly impacting our ability to meet customer demands. I am confident that my proactive approach and strong work ethic would make an immediate positive impact at Acme Corporation.

I look forward to the opportunity to discuss how my experience and skills can benefit your team. Thank you for considering my application; I am eager to bring my expertise to Acme Corporation and contribute to the success of your operations.

Sincerely,

Jordan Thompson