

# Jordan McAllister

January 16, 2026

Acme Corporation

RE: Promotion Fleet Manager

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Fleet Manager position at Acme Corporation, which I discovered on LinkedIn. With over eight years of experience in fleet management and logistics, I am excited about the opportunity to contribute to your team and help enhance operational efficiencies and promotional strategies at Acme.

In my previous role as Fleet Operations Supervisor at Global Logistics Inc., I successfully managed a fleet of over 150 vehicles, implementing a predictive maintenance program that reduced downtime by 30% and cut maintenance costs by 20%. Additionally, I led a team of drivers and logistics coordinators in a project that optimized delivery routes, increasing on-time deliveries by 15% during peak promotional periods. My proactive approach to fleet management not only improved operational performance but also enhanced customer satisfaction, aligning with Acme's commitment to excellence.

I am particularly drawn to this role at Acme Corporation because of your innovative approach to fleet promotions and sustainability initiatives. I am eager to bring my expertise in data-driven decision-making and strategic planning to contribute to your projects. I am confident that my experience in enhancing fleet productivity and my passion for advancing promotional strategies would be valuable assets to your team.

I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed company.

Sincerely,

Jordan McAllister