

Jordan Smith

January 16, 2026

Acme Corporation

RE: Promotion Flight Attendant

Dear Hiring Manager,

I am excited to apply for the Promotion Flight Attendant position at Acme Corporation, which I discovered on your careers page. With over five years of experience as a flight attendant and a proven track record of enhancing customer satisfaction and operational efficiency, I believe I am well-equipped to contribute to your team and uphold Acme's reputation for excellence in the airline industry.

In my current role at Global Airlines, I successfully led a team initiative that resulted in a 15% increase in customer satisfaction scores over six months. By collaborating closely with my colleagues to streamline our in-flight service and implementing feedback from passenger surveys, we were able to create a more enjoyable experience for our travelers. Furthermore, I was recognized as Employee of the Month three times in the past year for my exceptional service and commitment to maintaining safety protocols, even during high-pressure situations.

Additionally, I have taken on the role of training new flight attendants, providing them with guidance on customer service best practices and safety procedures. This responsibility has not only honed my leadership skills but also reinforced my dedication to teamwork and the importance of maintaining a collaborative environment. I am eager to bring this experience to the Promotion Flight Attendant role at Acme Corporation, where I can further contribute to enhancing passenger experiences and fostering a positive atmosphere onboard.

I am enthusiastic about the opportunity to discuss how my background and skills align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed team.

Sincerely,

Jordan Smith