

Jordan R. Thompson

January 16, 2026

Acme Corporation

RE: Promotion Groundskeeper

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Groundskeeper position at Acme Corporation, which I discovered on your careers page. With a solid background in grounds maintenance and a passion for creating and maintaining aesthetically pleasing outdoor environments, I am excited about the opportunity to contribute to your team's success.

In my previous role at GreenScape Services, I successfully led a project to revamp the landscaping at a 15-acre public park, which resulted in a 30% increase in visitor attendance over the following season. By implementing sustainable practices and selecting native plant species, I not only enhanced the park's visual appeal but also reduced water usage by 20%. Additionally, my experience includes training a team of five junior groundskeepers, focusing on safety and efficiency, which improved our project completion times by 25%. This hands-on experience has equipped me with the skills necessary to excel as a Promotion Groundskeeper at Acme Corporation.

I am particularly drawn to Acme Corporation because of your commitment to environmental stewardship and community engagement. I am eager to bring my expertise in landscape management and my proactive approach to your team. I believe that my achievements in enhancing public spaces align perfectly with your mission to promote beautiful and sustainable environments.

I would welcome the opportunity to discuss how my background, skills, and enthusiasms can contribute to the ongoing success of Acme Corporation. Thank you for considering my application. I look forward to the possibility of further discussing this exciting opportunity.

Sincerely,

Jordan R. Thompson