

Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Promotion Hvac Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion HVAC Engineer position at Acme Corporation, which I discovered through your careers page. With a robust background in HVAC systems design and a track record of optimizing energy efficiency in commercial applications, I am excited about the opportunity to contribute to your team and drive innovative solutions that align with Acme's commitment to excellence.

In my previous role as an HVAC Engineer at Tech Innovations, I successfully led a project that resulted in a 30% reduction in energy costs for a large-scale commercial building. By implementing advanced HVAC control systems and conducting thorough energy audits, my team and I were able to identify inefficiencies and recommend modifications that not only saved costs but also improved indoor air quality for the occupants. Additionally, I played a pivotal role in the design and installation of a new chiller system that increased operational efficiency by 25%, demonstrating my ability to manage complex projects from conception to completion.

I am particularly drawn to this position at Acme Corporation because of your focus on sustainable practices and innovative technologies in HVAC design. I am eager to bring my expertise in energy-efficient system design and project management to your esteemed company. I am confident that my skills and experience will be an asset to your team as we tackle the challenges of modern HVAC engineering together.

I would welcome 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 team and am excited about the potential for collaboration.

Sincerely,

Jordan Mitchell