

# Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: Promotion Lineman

Dear Hiring Manager,

I am excited to apply for the Promotion Lineman position at Acme Corporation, which I discovered on your careers page. With my extensive experience in electrical distribution and a strong commitment to safety and quality, I am eager to contribute to your team and help maintain Acme's reputation for excellence in the industry.

In my previous role as a Lineman with XYZ Utilities, I successfully led a project that upgraded over 15 miles of power lines in a challenging terrain, improving reliability by 30% for over 5,000 customers. I implemented a new training protocol for our crew that significantly reduced error rates and was recognized by management for my leadership and dedication to teamwork. Additionally, I was instrumental in developing a safety initiative that resulted in zero workplace accidents over two consecutive years, demonstrating my commitment to maintaining a safe work environment while achieving operational goals.

I am particularly impressed by Acme Corporation's commitment to innovation and sustainability. I believe my background in renewable energy initiatives aligns well with your goals and would allow me to contribute meaningfully to your projects. I look forward to the opportunity to discuss how my skills and experience can benefit your team further. Thank you for considering my application.

Sincerely,

Jordan A. Mitchell