

Jordan R. Williams

January 16, 2026

Acme Corporation

RE: Promotion Personal Injury Lawyer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Personal Injury Lawyer position at Acme Corporation, which I discovered on your careers page. With over seven years of dedicated experience in personal injury law, and a proven track record of successful case outcomes, I am excited about the opportunity to contribute to your esteemed firm.

During my tenure at my current firm, I successfully managed a diverse caseload, achieving a settlement of \$2.5 million for a client injured in a motor vehicle accident, which was one of the largest settlements in the region that year. This case required meticulous preparation and negotiation skills, as I worked closely with medical experts and accident reconstruction specialists to build a compelling argument. Additionally, I played a key role in developing a marketing strategy that led to a 30% increase in client referrals, through community outreach and informative seminars that educated potential clients about their rights and options.

I am particularly drawn to Acme Corporation because of its commitment to client advocacy and innovative approaches in personal injury law. I am eager to bring my expertise in case management and client relations to your team, and I am excited about the possibility of discussing how my background, skills, and enthusiasms can benefit your firm. Thank you for considering my application; I look forward to the opportunity to speak further about how I can contribute to Acme Corporation.

Sincerely,

Jordan R. Williams