

# Jordan Smith

January 16, 2026

Acme Corporation

RE: Promotion ServiceNow Developer

Dear Hiring Manager,

I am excited to apply for the Promotion ServiceNow Developer position at Acme Corporation, as advertised on LinkedIn. With a solid background in ServiceNow development and a passion for creating efficient workflows, I believe my skills align perfectly with the requirements of this role. I am particularly drawn to Acme Corporation's commitment to innovation and excellence in IT service management, and I am eager to contribute to your team's success.

In my previous role at Tech Solutions Inc., I was instrumental in developing and implementing a custom ServiceNow application that streamlined the incident management process, reducing response time by 25%. This initiative not only improved user satisfaction but also enhanced the overall efficiency of the support team. Additionally, I led a project to automate the change management process, which resulted in a 40% decrease in manual errors and a significant reduction in approval time, leading to faster service delivery.

Moreover, I have a proven track record in collaborating with cross-functional teams to gather requirements and translate them into effective technical solutions. My role in integrating third-party tools with ServiceNow to enhance functionality showcases my ability to think strategically and deliver results that align with business goals. I am confident that my hands-on experience and problem-solving skills will allow me to make a positive impact at Acme Corporation.

I look forward to the opportunity to discuss how my expertise and passion can contribute to the innovative initiatives at Acme Corporation. Thank you for considering my application, and I hope to speak with you soon.

Sincerely,

Jordan Smith