

Jordan Smith

January 16, 2026

Acme Corporation

RE: Promotion Tile Setter

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Tile Setter position at Acme Corporation, which I discovered on your careers page. With over five years of experience in the tile setting industry, I am excited about the opportunity to contribute my skills to your esteemed company, known for its commitment to quality and innovation.

During my tenure at XYZ Tile Solutions, I led a team that successfully completed a large-scale commercial project, delivering over 10,000 square feet of intricate tile work on time and within budget. This project not only enhanced my leadership abilities but also honed my technical skills, as I was responsible for ensuring precision in design layouts and execution. Additionally, I implemented a quality control protocol that reduced tile wastage by 15%, resulting in significant cost savings for the company. My dedication to maintaining high standards and fostering teamwork has always driven me to achieve superior results.

I am particularly drawn to this position at Acme Corporation due to your emphasis on craftsmanship and customer satisfaction. I am eager to bring my strong work ethic and proven track record of excellence to your team. I would welcome the opportunity to discuss how my experience aligns with your needs and how I can contribute to the ongoing success of your projects. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity further.

Sincerely,

Jordan Smith