

Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Promotion Warehouse Manager

Dear Hiring Manager,

I am writing to express my enthusiasm for the Promotion Warehouse Manager position at Acme Corporation, as advertised on your careers page. With over six years of experience in warehouse operations and a proven track record in optimizing inventory management, I am excited about the opportunity to contribute to your team and help enhance Acme's operational efficiency.

In my previous role as Warehouse Supervisor at XYZ Logistics, I successfully led a project to implement a new inventory tracking system that reduced stock discrepancies by 30% within the first quarter. This initiative not only streamlined our operations but also improved our service level agreements with clients, leading to a 15% increase in customer satisfaction ratings. Furthermore, I have a strong background in employee training and development; I designed and executed a training program that improved staff productivity by 25%, ensuring that all team members were well-equipped to handle the demands of a fast-paced warehouse environment.

I am particularly drawn to Acme Corporation due to your commitment to innovation and excellence in supply chain management. I am eager to bring my expertise in warehouse operations and my passion for continuous improvement to your team. I would love the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation in the Promotion Warehouse Manager position. Thank you for considering my application, and I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,

Jordan Lee Thompson