

Jordan Taylor

January 16, 2026

Acme Corporation

RE: Relocation Claims Adjuster

Dear Hiring Manager,

I am writing to express my enthusiasm for the Relocation Claims Adjuster position at Acme Corporation, as advertised on LinkedIn. With a strong background in claims management and a passion for ensuring the smooth transition of clients, I am excited about the opportunity to contribute to your team and help elevate the relocation experience for your clients.

In my previous role as a Claims Adjuster at Global Relocation Services, I successfully managed a portfolio of over 150 high-value claims annually, achieving a resolution rate of 95% within the targeted timelines. My meticulous attention to detail and strong negotiation skills allowed me to recoup over \$500,000 in recoverable damages for the company, while also maintaining positive relationships with clients. Additionally, I implemented a new claims tracking system that reduced processing time by 30%, significantly enhancing operational efficiency and client satisfaction.

I am particularly drawn to Acme Corporation's commitment to providing exceptional client service and innovative solutions in the relocation process. I am eager to bring my experience in claims assessment and customer service to your organization. I believe my ability to analyze complex claims and provide tailored solutions aligns perfectly with the goals of your team.

I would welcome the opportunity to discuss how my skills and experiences can contribute to the success of Acme Corporation. Thank you for considering my application; I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan Taylor