

Jordan McKenzie

January 16, 2026

Acme Corporation

RE: Relocation Commercial Driver

Dear Hiring Manager,

I am writing to express my enthusiastic interest in the Relocation Commercial Driver position at Acme Corporation, as advertised on your careers page. With over five years of experience in long-haul trucking and a proven track record in delivering exceptional customer service, I am excited about the opportunity to contribute to your team and ensure a seamless relocation experience for your clients.

Throughout my career, I have successfully managed numerous high-value relocations, consistently exceeding customer expectations. For example, while working with XYZ Logistics, I handled a specialized relocation project for a corporate client that involved transporting sensitive equipment across multiple states. Using meticulous planning and real-time communication, I delivered the shipment two days ahead of schedule, which not only saved the client time but also earned me a commendation from the management for my reliability and efficiency. Additionally, I have maintained a 99% on-time delivery record over the past three years, demonstrating my commitment to punctuality and safety.

I am particularly impressed with Acme Corporation's dedication to providing personalized relocation services, and I believe my background in managing complex logistics and my strong customer service skills align well with your company's values. I am eager to bring my expertise to your team and contribute to maintaining the high standards of service that Acme is known for.

I would welcome the opportunity to discuss my application further and explore how I can support the Acme Corporation's mission. Thank you for considering my candidacy for the Relocation Commercial Driver position. I look forward to the possibility of working together.

Sincerely,

Jordan McKenzie