

# Marcus L. Anderson

January 16, 2026

Acme Corporation

RE: Relocation Concrete Finisher

Dear Hiring Manager,

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I am excited to apply for the Relocation Concrete Finisher position at Acme Corporation, as advertised on your careers page. With over six years of experience in concrete finishing and a proven track record of delivering high-quality work on time, I am eager to bring my expertise in concrete applications and my strong work ethic to your esteemed team.

In my previous role at XYZ Construction, I successfully led a project for a high-profile commercial site where I was responsible for all aspects of concrete finishing, from preparation to final finishing touches. My attention to detail ensured that we achieved an exceptional surface quality, which resulted in a 20% reduction in customer complaints compared to previous projects. Additionally, I implemented a new curing technique that not only improved the strength of the concrete but also reduced our overall material costs by 15%. My ability to adapt to different project needs and collaborate with various teams has consistently contributed to our success in meeting tight deadlines and exceeding client expectations.

I am particularly drawn to Acme Corporation's commitment to innovation and sustainability in construction practices. I am eager to bring my skills in concrete finishing and my passion for quality craftsmanship to your team. I would appreciate the opportunity to further discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your team and am excited about the potential to grow within your organization.

Sincerely,

Marcus L. Anderson