

# Jordan L. Thompson

January 16, 2026

Acme Corporation

RE: Relocation Field Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Relocation Field Engineer position at Acme Corporation, which I discovered on your careers page. With my extensive background in engineering and logistics management, I am excited about the opportunity to contribute to your team and support the successful execution of complex relocation projects.

In my previous role at Innovative Solutions, I successfully led a cross-functional team in the relocation of a major manufacturing facility, which involved meticulous planning and coordination with stakeholders. By implementing a new tracking system, we reduced relocation downtime by 25%, ensuring that production schedules were met without significant interruptions. Additionally, I spearheaded a project to streamline the logistics process for equipment transfer, which resulted in a cost savings of over \$500,000. These experiences have equipped me with the knowledge and skills necessary to navigate the challenges of relocation engineering effectively.

I am particularly drawn to Acme Corporation because of your commitment to innovative solutions and sustainability within the engineering sector. I am eager to bring my expertise in project management and my proactive problem-solving skills to your team. I am confident that my experience with site assessments and collaborative planning will contribute to the ongoing success of your relocation projects.

I would welcome the opportunity to 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 opportunity to discuss this further.

Sincerely,

Jordan L. Thompson