

Jordan Mitchell

January 16, 2026

Acme Corporation

RE: Relocation Freight Broker

Dear Hiring Manager,

I am excited to apply for the Relocation Freight Broker position at Acme Corporation, as advertised on LinkedIn. With a strong background in logistics and transportation management, I am eager to contribute my expertise to your esteemed company, known for its commitment to customer satisfaction and operational excellence.

In my previous role at Global Logistics Solutions, I successfully managed over 200 relocation projects, coordinating with various stakeholders to ensure timely and efficient deliveries. One notable achievement was streamlining our freight scheduling process, which reduced lead times by 30% and increased client satisfaction scores by 15%. Additionally, I negotiated contracts with multiple freight carriers, resulting in a 20% cost reduction, allowing us to offer more competitive pricing to our clients while maintaining service quality.

Furthermore, I implemented a new tracking system that enhanced visibility for our clients during their relocation process. This initiative not only improved communication but also fostered stronger relationships, as evidenced by a 25% increase in repeat business within a year. My ability to adapt to fluctuating market conditions and provide tailored solutions has consistently yielded positive results in previous positions.

I am enthusiastic about the opportunity to bring my skills in freight brokerage and relocation management to Acme Corporation. I look forward to discussing how my experience and vision align with the needs of your team. Thank you for considering my application.

Sincerely,

Jordan Mitchell