

Jordan A. Mitchell

January 16, 2026

Acme Corporation
RE: Relocation Pilot

Dear Hiring Manager,

I am excited to apply for the Relocation Pilot position at Acme Corporation, which I discovered on your careers page. With a passion for aviation and an unwavering commitment to safety and efficiency, I am eager to contribute my expertise to support your company's growth and operational excellence in relocation services.

In my previous role as a Senior Pilot for XYZ Aviation, I successfully led over 150 relocation missions across various terrains and weather conditions, achieving a 98% on-time delivery rate. My rigorous adherence to safety protocols resulted in zero incidents during these missions, underscoring my strong focus on risk management. Additionally, I implemented a new flight planning system that reduced fuel consumption by 15%, significantly cutting operational costs while maintaining our high level of service. These experiences have equipped me with the skills to navigate complex logistical challenges while prioritizing the safety and satisfaction of clients.

I am particularly drawn to Acme Corporation due to your commitment to innovation in aviation services. I am eager to bring my problem-solving skills and aviation experience to your team, ensuring seamless relocations for your clients. I would love the opportunity to discuss how my background and skills align with the goals of Acme Corporation and how I can contribute to your continued success. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity further.

Sincerely,

Jordan A. Mitchell