

Jordan A. McKenzie

January 16, 2026

Acme Corporation

RE: Relocation Research Engineer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Relocation Research Engineer position at Acme Corporation, as advertised on LinkedIn. With a strong background in engineering and a passion for optimizing logistics and relocation processes, I am excited about the opportunity to contribute to your innovative team. Acme Corporation's commitment to excellence in relocation solutions aligns perfectly with my professional values and ambitions.

In my previous role at Global Logistics Solutions, I led a project that streamlined the relocation process for a major corporate client, reducing their operational costs by 25% within the first year. By implementing data-driven analyses and developing a comprehensive relocation strategy, I managed to enhance the efficiency of the entire process. Additionally, I was responsible for the successful execution of over 100 employee relocations, ensuring that each transition was smooth and comprehensive, which significantly improved client satisfaction ratings.

Furthermore, during my tenure at TechMove Engineering, I collaborated with cross-functional teams to design and implement a new relocation software tool, which improved tracking and reporting efficiencies by 40%. This initiative not only facilitated better communication among stakeholders but also provided valuable insights for future relocation projects, demonstrating my ability to leverage technology to drive improvements in the relocation process.

I am eager to bring my expertise in engineering and project management to Acme Corporation and contribute to your mission of delivering exceptional relocation services. I would love the opportunity to discuss how my background and skills would be a perfect fit for your team. Thank you for considering my application; I look forward to the possibility of discussing this exciting opportunity further.

Sincerely,

Jordan A. McKenzie