

# Jordan M. Sullivan

January 16, 2026

Acme Corporation

RE: Relocation Septic Tank Technician

Dear Hiring Manager,

I am writing to express my enthusiasm for the Relocation Septic Tank Technician position at Acme Corporation, as advertised on your careers page. With a solid background in environmental services and over five years of experience in septic tank installation and maintenance, I am excited about the opportunity to contribute my skills and expertise to your team.

In my previous role at ClearWater Solutions, I successfully led a project that involved relocating over 50 septic systems for a developing community. This project not only required technical expertise in handling complex plumbing systems but also demanded excellent project management skills to ensure timely completion. I coordinated with contractors, local authorities, and homeowners to navigate regulatory requirements, which resulted in zero compliance issues and increased customer satisfaction ratings by 30%. Additionally, I implemented a new tracking system for our maintenance schedules that reduced downtime by 25%, significantly improving our service efficiency.

I am particularly drawn to the values of Acme Corporation, especially your commitment to sustainable practices in waste management. I have completed certifications in eco-friendly septic system design and am eager to employ my knowledge in this area to support your team's initiatives. Furthermore, I believe my proactive approach to problem-solving and my strong communication skills make me a perfect fit for this role.

I look forward to the opportunity to discuss how my background, skills, and certifications align with the goals of Acme Corporation. Thank you for considering my application. I am excited about the possibility of contributing to your team and ensuring safe and efficient septic system relocations.

Sincerely,

Jordan M. Sullivan