

Jordan A. Smith

January 16, 2026

Acme Corporation

RE: Relocation Sheet Metal Worker

Dear Hiring Manager,

I am excited to apply for the Relocation Sheet Metal Worker position at Acme Corporation, as advertised on Indeed. With my extensive experience in sheet metal fabrication and installation, I believe I am well-equipped to contribute effectively to your team, especially given Acme's reputation for quality and innovation in the industry.

During my previous role at Precision Metal Works, I successfully led a project that involved the relocation of a comprehensive ductwork system for a commercial client, reducing installation time by 30% while still meeting all safety and quality standards. My ability to interpret blueprints and specifications accurately allowed me to optimize the layout, which resulted in a significant cost saving for the client. Additionally, I have a proven track record of collaborating with cross-functional teams to ensure seamless project execution. For instance, by working closely with HVAC engineers, I was able to implement a new method for securing duct systems that increased durability and reduced maintenance costs by 15% over a year.

I am particularly drawn to the opportunity at Acme Corporation because of your commitment to sustainability and innovation in metalworking. I am eager to bring my skills in precision fabrication and my proactive approach to problem-solving to your team. I would welcome the chance to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application, and I look forward to the opportunity to speak with you further.

Sincerely,

Jordan A. Smith