

# Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Relocation Supply Chain Manager

Dear Hiring Manager,

I am excited to apply for the Relocation Supply Chain Manager position at Acme Corporation, as advertised on LinkedIn. With a robust background in supply chain logistics and a passion for operational excellence, I am eager to bring my expertise to your esteemed organization, known for its commitment to innovation and quality in the supply chain sector.

In my previous role as Supply Chain Manager at Global Logistics Inc., I successfully led a project that streamlined our relocation processes, resulting in a 25% reduction in overall costs while improving service delivery times by 30%. By implementing data-driven decision-making and leveraging advanced analytics tools, I was able to identify inefficiencies and develop strategic initiatives that enhanced our supply chain resilience during transitions. Furthermore, I spearheaded a cross-functional team to negotiate better terms with key vendors, which resulted in a 15% savings on relocation expenses over a two-year period.

I am particularly drawn to this opportunity at Acme Corporation because of your focus on sustainability and continuous improvement within the supply chain. I am confident that my experience in managing complex relocation projects and my proven track record of enhancing supply chain efficiencies align perfectly with your organization's goals. I am eager to share how my strategic approach and results-driven mindset can contribute to the success of your team.

Thank you for considering my application. I look forward to the possibility of discussing in detail how I can support Acme Corporation in optimizing its supply chain relocation processes and driving operational excellence. Please feel free to contact me at your earliest convenience to set up a conversation.

Sincerely,

Jordan Lee Thompson