

# Emily Johnson

January 16, 2026

Acme Corporation

RE: Relocation Underwriter

Dear Hiring Manager,

I am writing to express my strong interest in the Relocation Underwriter position at Acme Corporation, which I discovered on your careers page. With a solid background in underwriting and a passion for facilitating smooth relocations for clients, I am excited about the opportunity to contribute my expertise to your esteemed company.

In my previous role at Global Relocation Services, I successfully managed the underwriting process for a diverse portfolio of relocation contracts, achieving a 15% reduction in approval times through the implementation of a streamlined assessment protocol. By leveraging data analytics, I identified key risk factors that allowed us to adjust our underwriting criteria, ultimately increasing our approval rate by 20% while maintaining a low default ratio. Additionally, I collaborated closely with the sales team to design customized relocation packages that met client needs, leading to a 30% increase in client satisfaction ratings as measured by follow-up surveys. These experiences have honed my ability to evaluate risks effectively while ensuring that customer service remains a top priority.

I am eager to bring my skills in risk assessment and client relations to Acme Corporation. I believe that my proactive approach and commitment to excellence align well with your team's goals. I would love the opportunity to discuss further how my background and achievements can contribute to the continued success of your organization. Thank you for considering my application; I look forward to the possibility of working together.

Sincerely,

Emily Johnson