

Jordan Smith

January 16, 2026

Acme Corporation

RE: Social Worker

Dear Hiring Manager,

I am excited to apply for the Social Worker position at Acme Corporation, as advertised on your careers page. With a strong commitment to supporting individuals and families in need, I believe my experience and skills align well with the mission of your organization. I am eager to contribute to your team and make a positive impact on the lives of those you serve.

In my previous role at Community Health Services, I successfully developed and implemented a comprehensive support program for at-risk youth, which resulted in a 30% decrease in behavioral incidents within six months. By collaborating with local schools and mental health professionals, I created a safe space for these young individuals to express their concerns and receive necessary resources. Additionally, I facilitated weekly family counseling sessions that improved communication and fostered stronger relationships, leading to increased engagement from both parents and children.

Moreover, during my internship at Family Support Network, I had the opportunity to work closely with domestic violence survivors. I provided crisis intervention and case management, ensuring that clients received vital resources such as housing, legal aid, and counseling services. One particular case involved assisting a mother and her two children in navigating their path to safety. Through my advocacy, we secured emergency shelter and ongoing support, ultimately empowering her to regain control of her life.

I am enthusiastic about the possibility of discussing how my background, skills, and passion for social work can contribute to the important work at Acme Corporation. Thank you for considering my application. I look forward to the opportunity to speak with you further.

Sincerely,

Jordan Smith