

# Jordan A. Martinez

January 16, 2026

Acme Corporation

RE: Sustainability Manager

Dear Hiring Manager,

I am excited to apply for the Sustainability Manager position at Acme Corporation, which I discovered on LinkedIn. With a solid background in environmental science and over six years of experience in sustainability initiatives, I am eager to contribute to your team's mission of integrating sustainable practices across all operations. Acme Corporation's commitment to innovation and environmental stewardship resonates deeply with my professional values.

In my previous role at Green Solutions, I successfully led a project that reduced our carbon footprint by 30% over two years through the implementation of a comprehensive waste diversion program and energy efficiency upgrades. By collaborating with cross-functional teams and leveraging data analytics, we not only achieved significant cost savings but also enhanced our corporate social responsibility profile. Additionally, I spearheaded a community outreach initiative that engaged over 500 local residents in sustainability workshops, markedly increasing awareness and participation in local recycling efforts.

I am particularly impressed by Acme Corporation's recent initiatives towards achieving carbon neutrality and your commitment to sustainable supply chain management. I am eager to bring my expertise in developing sustainability strategies and fostering stakeholder engagement to your organization. I am confident that my proactive approach and passion for sustainability will be an asset to your team.

I would welcome the opportunity to discuss how my experience and vision align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and advancing sustainability initiatives together.

Sincerely,

Jordan A. Martinez