

Jordan McKenzie

January 16, 2026

Acme Corporation

RE: Underwriter

Dear Hiring Manager,

I am writing to express my enthusiasm for the Underwriter position at Acme Corporation, as advertised on LinkedIn. With a strong background in risk assessment and a proven track record of accurately evaluating insurance applications, I am excited about the opportunity to contribute to your team and help drive success through careful underwriting practices.

In my previous role at XYZ Insurance, I successfully managed a portfolio of high-value clients, conducting thorough risk analyses that led to a 30% reduction in claim losses over the fiscal year. I implemented a new underwriting guideline that streamlined the approval process for commercial policies, resulting in a 20% increase in policy issuance and significantly improving customer satisfaction rates. Additionally, I collaborated with the actuarial team to develop predictive models that enhanced our risk assessment capabilities, enabling more informed decision-making and reducing underwriting discrepancies by 15%.

I am particularly drawn to Acme Corporation due to its reputation for innovation and commitment to customer service. I am eager to bring my analytical skills and detail-oriented approach to your underwriting team, ensuring that we not only meet but exceed industry standards. 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 discussing this exciting opportunity with you further.

Sincerely,

Jordan McKenzie