

Kingston Thompson

☎ (312) 555-1234 ✉ kingston.thompson@email.com 💻 <https://linkedin.com/in/kingston-thompson> 📍 Chicago, IL 60616

AUGUST 05, 2026

Hiring Manager
GreenLeaf Logistics
Chicago, IL
60616

Dear Hiring Manager,

I am thrilled to apply for the Forklift Operator position at GreenLeaf Logistics, as it combines my skills with my passion for precise operation in bustling warehouse settings, enabling seamless logistics while ensuring utmost safety and efficiency in every task.

GreenLeaf is known for its stringent adherence to safety protocols, which resonates deeply with my commitment to maintaining high standards. During my time at Swift Distribution, I fine-tuned my abilities in managing inventory accuracy and enhancing team collaboration, contributing to operational success amidst the daily challenges of warehousing.

I take pride in my experience operating forklifts safely while swiftly moving inventory. Past roles have strengthened my foundational skills. For instance, I consistently ensured accurate loading and unloading of goods, exceeding expectations for safety and efficiency.

As I focus on joining your team, I realize the importance of continuous growth. This position offers an exciting opportunity for applying my hands-on skills within a supportive environment while expanding my expertise in managing warehouse operations strategically.

I would love to discuss how my experience aligns with your needs. I believe that together, we can uphold GreenLeaf's legacy of operational excellence and safety while ensuring the success of every project.

Thanks for considering my application.

Sincerely,

Kingston Thompson

Kingston Thompson