

Your Name
Your Address
City, State, Zip Code
Your Email
Your Phone Number
Date

Hiring Manager's Name
Company Name
Company Address
City, State, Zip Code

Dear [Hiring Manager's Name],

I am writing to express my interest in the Sales position at [Company Name] as advertised on [where you found the job listing]. With a proven track record of exceeding sales targets and a strong commitment to customer satisfaction, I am excited about the opportunity to contribute to your team.

Throughout my career in sales, I have developed key skills that align perfectly with the requirements of this role. I have consistently achieved [specific achievement or target], showcasing my ability to connect with clients and understand their needs. My personal branding focuses on building long-lasting relationships, which I believe is crucial in securing repeat business and driving revenue growth.

I am particularly drawn to [Company Name] because of [specific reason related to the company's values, culture, or products]. I am impressed by [mention any relevant achievements of the company] and I am eager to bring my expertise in [specific sales techniques or sectors] to help elevate your sales team.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to the ongoing success of [Company Name]. Please feel free to contact me at [Your Phone Number] or [Your Email] to schedule a conversation at your convenience.

Sincerely,
Your Name