

Cover Letter for Business Development Manager Position

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 Business Development Manager position listed on [where you found the job listing]. With over [X years] of experience in business development and a strong track record of achieving sales targets and driving growth, I am confident in my ability to contribute effectively to your team.

In my previous role at [Your Previous Company], I successfully managed a portfolio of clients, developed strategies that resulted in a [specific achievement/percentage of growth], and collaborated with cross-functional teams to enhance proposal development and client engagement strategies. My ability to analyze market trends and client requirements has continually allowed me to develop tailored solutions leading to increased client satisfaction.

I am particularly drawn to this position at [Company Name] because of [specific reason related to the company or its projects], and I am excited about the opportunity to bring my expertise in [specific skills relevant to the new job] to your organization.

Thank you for considering my application. I look forward to the opportunity to discuss my application further and how I can contribute to the success of [Company Name]. Please feel free to contact me at [Your Phone Number] or [Your Email] to schedule a conversation.

Sincerely,
Your Name