

Steve Katz

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[Date]

[Hiring Manager's Name]

[Company Name]

[Company Address]

[Company Phone Number]

Dear [Hiring Manager's Name],

In response to the posting for a **[position title]** at **[company name]**, I am writing to express my interest in the position. I'm an Executive Sales professional with more than 20 years of experience and I would like to bring my expertise and enthusiasm to your company. I am confident that my skills and experience in sales, management and sales training would make me a valuable asset to your company.

I have previously worked as a Sales Executive, Director of Sales and Marketing and Sales Trainer for various companies in South Florida. I have experience working with diverse client populations and expertly utilizing various techniques to complete a successful sale and ensure a positive customer experience.

In my current position as an Account Manager for AT&T, I have built and maintained a solid record for sales performance and team leadership. My ability to meet and exceed sales goals has been regularly recognized with numerous awards, including being named the #1 Sales Representative in the Southeast Region and #3 nationwide.

I am consistently able to close the deal and surpass customer satisfaction expectations. I understand what it takes to be successful in sales and would like to apply my abilities to your company.

It is with great interest and motivation that I apply for this position. With my strong work ethic and "whatever it takes" attitude, I believe I would contribute to **[company name]** immensely. My professional background and highly developed sales skills makes me the perfect candidate for this position.

Thank you for your time and consideration. I hope that I will be able to display my skills and abilities further through an interview. I look forward to hearing from you soon.

Sincerely,

Full Name