

# John Smith

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[Myemailaddress@google.com](mailto:Myemailaddress@google.com) in/John Smith

Contact Name

Title

Company Name

Address City, State Zip Code

[Date]

Dear Mr./Ms. Doe,

I was excited to see your job listing for the Investment Banking position at Eastward Strategies on Indeed.com. As a dynamic investment banking specialist with over five years of professional experience conducting market research, analyzing market data, and sourcing potential investors, I'm confident that I would be a valuable asset to the team at Eastward.

Your job listing mentions a need for someone who is experienced in the Asian Markets in which I have extensive experience. I'm currently employed at Barclays Bank, where I've honed my skills by running numerous successful investment strategies. While employed here, I've spearheaded a digital promotion campaign for the company's financial products that successfully raised our Asian investment portfolio by an impressive 13% over the course of six months, contributing substantially to the department's annual goals.

I'm confident that my proven track record of excellent work ethic, unparalleled attention to detail, and high-performing financial investments will make me an immediate asset at Eastward Strategies, and allow me to contribute to the team's success.

I look forward to discussing the lead investment strategist position and my qualifications with you in more detail. I'm available to talk at your convenience. I'll be in touch next week to follow up and to make sure you've received my application.

Thank you so much for your time and consideration.

Sincerely,

[Your Name]