

John Smith

Covington, GA 30014 | (678)555-5555

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 Inside Sales position at Eastward Strategies on Indeed.com. As a dynamic sales representative with over five years of professional experience winning the company's national sales award every year, 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 inside sales and social media platforms, both of which are areas I have extensive experience in. I'm currently employed at AirBnB, where I've honed my skills by running numerous successful advertising and sales campaigns. While employed here, I've spearheaded a digital sales campaign for the company's listings that successfully increased sales 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 inside sales 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 Inside Sales 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]