

JOHN H. SMITH

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MARKET SALES MANAGER

Proven Sales, Training & Leadership Excellence

Jane Williams
ABC Company
123 Main Street
Anytown, FL 12345

RE: Market Sales Manager Position

Dear Ms. Williams,

Building top-producing sales teams through hands-on leadership and results-driven communication is my expertise. I am a regional sales manager with more than 12 years of proven success in delivering award-winning revenue totals through multichannel B2B sales processes. I have been recognized companywide for excellence in training, best practices, revenue generation, and business turnaround. It is with sincere interest and enthusiasm that I submit my resume for your Market Sales Manager position. I believe that my knowledge and ability can be of significant value to your bottom line.

Select Sales Accomplishments Include:

- **Repeatedly Awarded Top Sales Manager and Top Performer** throughout the company for revenue-based productivity.
- **Increasing revenue opportunities** through the design and implementation of best practices in training, sales processes, and lead generation.
- **Led the dramatic turnaround of three underperforming teams** to launch them to #1 status nationwide.

My colleagues would tell you that I “bring passion, enthusiasm, desire, and a WILL-DO attitude with me every day.” They would also tell you that my goal is “to make every member of my team a dynamic success,” by pushing them to think out of the box and strive for excellence.

As a manager, I am a proactive leader who never waits for someone else to do my job. I strive to treat everyone with respect and kindness, while clearly defining goals and providing the right tools to succeed. Leading by example, I always give 100% of my focus, and never ask anyone to do something that I haven’t already done.

If you are seeking a dynamic and successful sales leader with a proven track record of success, I am your candidate! I would welcome the opportunity to speak with you regarding my potential contributions to your team. Please contact me at your earliest convenience. I look forward to hearing from you!

Sincerely,

John H. Smith