LI PATEL

San Francisco, CA 94102 • (555)555-5555 • li.patel@monster.com

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Dear Hiring Manager,

I am writing to express my interest in the Sales Assistant position at ABC Retailers. With a Bachelor of Arts in Business Administration and 15 years of experience as a Sales Manager, I bring a wealth of knowledge and skills that align with the values and mission of your company.

Throughout my career, I have honed my abilities in sales strategy, customer relationship management, and team leadership. My strong communication skills allow me to connect with customers effectively, ensuring they receive exceptional service that aligns with ABC Retailers' commitment to customer satisfaction. I pride myself on being detail-oriented and an analytical thinker, always striving to enhance the shopping experience for customers while supporting my team.

Having worked in various retail environments, I understand the importance of maintaining an organized sales floor and providing accurate information about products. My collaborative working style enables me to foster positive relationships within teams while adapting seamlessly to fast-paced settings.

I am particularly drawn to ABC Retailers because of your dedication to quality products and community engagement. As someone who is passionate about helping others find what they need, I believe that my friendly demeanor will contribute positively not only to customer interactions but also within your team environment.

Thank you for considering my application. I look forward to the opportunity to discuss how my background can support the goals at ABC Retailers.

Sincerely,
Li Patel