**Full Name**

(+91)-0123123129 | email-id@yahoo.com | linkedin profile link

Dear [Hiring Manager’s Name/Company Name],

With the utmost eagerness, I want to express my interest & passion for the [ROLE NAME] position and am thrilled to submit my application for the same. As a [QUALITY 1] and [QUALITY 2] driven employee, I am confident that my versatile skills and qualifications will make me an asset to the team.

Upon reviewing my resume, you will discover a diverse range of experiences encompassing various roles within the [DESIRED INDUSTRY(S)]. From my tenure at [EXPERIENCE 1] to the invaluable lessons gained at [EXPERIENCE 2], these cumulative experiences have contributed significantly to my growth and instilled a profound sense of confidence in my abilities to excel in this role. As I embark on the next phase of my career journey, my goal is to harness my expertise in [DESIRED INDUSTRY(S)] to drive [XYZ] and achieve new heights of success.

What truly inspires me to work in this role is [this opportunity/this challenge].

As a prospective employee, I can immediately bring the following qualities to the team:

[SKILL 1]: [1 sentence intro about your career]. (Expand on 1 project example that exemplifies that listed skill). [2 sentences about context] [2 sentences about your actions] [2 sentences about impact].

[SKILL 2]: [1 sentence intro about your career]. (Expand on 1 project example that exemplifies that listed skill). [2 sentences about context] [2 sentences about your actions] [2 sentences about impact].

While my resume provides a quick summary of my experiences, I hope to have the opportunity to share how I can bring value to your company’s needs.

Sincerely,

Your Name

**EXAMPLE:**

**Jane Doe**

(+91)-0123123129 | email-id@yahoo.com | linkedin profile link

Dear KPMG Hiring Team,

With the utmost eagerness, I want to express my interest & passion for the Brand Sales Specialist Intern Role and am thrilled to submit my application for the same. As someone who is passionate about sales with strong business acumen, I know my versatile skills and qualifications will make me an asset to the team.

Upon reviewing my resume, you will discover a diverse range of experiences encompassing various roles within the Sales Industry. From my tenure at Accenture to the invaluable lessons gained at IBM, these cumulative experiences have contributed significantly to my growth and instilled a profound sense of confidence in my abilities to excel in this role. As I embark on the next phase of my career journey, my goal is to harness my expertise in sales and customer services to increase client engagements within your company and achieve new heights of success.

What truly inspires me to work in this role is the opportunity to work closely with sales executives and build elaborate plans to drive revenue in the company.

As a prospective employee, I can immediately bring the following qualities to the team:

Previous Sales & Partnerships Experience: During my tenure as a Sales Intern at Accenture, I successfully expanded partnerships with over 30 brands, including Microsoft, Meta, and TikTok. My role involved sourcing potential partners and reaching out via email to propose mutually beneficial collaborations. Additionally, I created effective 1-pagers for sales partners, presenting pricing modules and showcasing follower growth. These efforts contributed to a remarkable 23% increase in Accenture’s revenues throughout my internship.

Knowledge of Software & Tech Sales: My experience in Software & Tech Sales has equipped me with valuable business acumen, enabling me to collaborate effectively with teams on consultative scales. I have consistently provided technical solutions and presented recommendations to senior management leaders, including VPs. My dedication to client success and achieving sales targets aligns perfectly with your company's values, making me an asset for your organisation.

While my resume provides a quick summary of my experiences, I hope to have the opportunity to share how I can bring value to your company’s needs.

Sincerely,

Jane Doe