

Your Name,
Your Address Line 1
Your Address Line 2
Your Postcode
Your Email Address
Your Telephone Number

Date of application

Company applying to

Company address (if known)

Dear Hiring Manager,

With a proven track record of increasing market share, profitability and innovation, it is a pleasure to apply for the position of Sales Director. Please see a short synopsis of my career to date (more can be found in my profile/ CV) below which outlines my suitability for the position:

BA (2 : 1) in Business Studies. FMCG trained by Procter & Gamble spending time in Category Management before leading £250m business within the Asda account (Personal Care and Laundry). Headhunted to join Kelloggs, successfully built a strategic Trade Marketing/Category Management team of 12, moved on to Business Team Manager, in charge of team of 8-40 Senior NAM's and Category Managers across accounts worth £350m, including Tesco and Sainsbury, before moving into the current role Marketing Management in order to gain greater commercial management experience.

I am very creative, articulate, analytical, commercially-aware executive, highly skilled problem-solver with expertise within the NPD, Marketing and Commercial functions.

(Company name) intrigues me as an organisation as I believe your company has both inspirational people and brands. I feel that I would be a huge benefit to your company.

Yours Sincerely,

Your name