

# SARAH SMITH

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## GEORGE TORRES

Head of Human Resources  
Globus Medical  
(123) 456-7890  
george@globusmed.org

Dear Mr. Torres,

While working for Alcon Inc, I acquired over 100 new customers within my first two years of employment through a digital marketing campaign. I built strong relationships with both new and existing clients. I'm excited to bring my dedication to the customer experience into Globus Medical as a medical sales representative.

Globus's commitment to listening and responding to the surgeon community is an achievable goal. I can help Globus with this based on my past achievements:

- Marketed to local medical facilities and providers in the region, leading to an increase in awareness of brand and products
- Created an internal sales competition among fellow salespersons, resulting in a 35% increase in annual sales
- Held regular client meetings to assess current needs or concerns and promote new services and products

I'm looking forward to telling you more about how my proven skills can further grow sales within the Globus Medical organization. I'm available to set up an interview at your convenience.

Best regards,

*(Insert Signature Here)*

**SARAH SMITH**