JASON KALIL

Sales Manager 123 South Street, Tampa, FL 12345 j.kalil@youremail.com (123) 456-7890 January 01, 2021

Todd Wilkinson

HR Manager Oceanside Retail (987) 654-3210 todd@oceansideretail.com

Dear Mr. Wilkinson,

My supervisor challenged me to increase our overall revenue by 15% over a period of 100 days. I rose to this challenge, and through training and other tools, I pushed my team of 25 to increase by 20% in 100 days. My sales team has now reached new sales records in each quarter for the past two years.

In my time at Creek Retail, I have been involved in building and training national sales teams from the ground up. I have worked as a sales manager for the past nine years, and I believe that I have the knowledge and experience to help Oceanside Retail become a national success.

Some of the highlights of my career include:

- Developing strategies to introduce 10 new products to the market
- Training over 100 new sales staff
- Running marketing campaigns with budgets that exceeded \$1 million.

I'd like to set up an interview so we can discuss how my years of experience could be a benefit to the future development of Oceanside Retail.

Kind regards,

(Insert Signature Here)

JASON KALIL

P.S. I would love to tell you how I personally generated sales of \$250,000 in the last quarter.