

August 13, 2021

## Richard Barber

Senior Hiring Manager  
Team Home Hero  
(009) 988-7766  
r.barber@youremail.com

Dear Mr. Barber,

Last year, 95% of aspiring homeowners I met with ended up making a property purchase from my company. I believe that my strong selling ability and talent for gaining insights into clients' needs helped me achieve these impressive figures. I hope to bring similar success to the real estate agent role at Team Home Hero.

With over six years of experience as a realtor and a results-focused work ethic, I am drawn to Team Home Hero's fast-paced and ambitious working environment. I know that you are looking for a seasoned agent with a proven sales track record, and my recent achievements show that I have the acumen to succeed in your organization. These include:

- Closely overseeing the sale closing process to improve efficiency by 43% in 2020
- Tirelessly networking to secure new business, leading to a revenue increase of 21% in the last fiscal quarter
- Mentoring three interns to improve their selling techniques, two of whom went on to become permanent employees

Please feel free to contact me to arrange a convenient interview. I look forward to discussing my skills and experience further.

Sincerely,

*(Insert Signature Here)*

## Tanner Daniels

P.S. I would love to explain why I was chosen to act up to cover management leave in February 2021.