MATTHEW LOPEZ

Medical Sales Rep 123 Address St., Minneapolis, MN 55111 mlopez@youremail.com (123) 456-7890 January 1, 2021

Gary Smith

Talent Specialist Restech (123) 456-7890 gary@restech.org

Dear Mr. Smith,

In my six years with the Nipro Corporation, I created and led a two-day workshop for our surgical clients. I walked the surgeons through an educational presentation and provided hands-on training. I hope to share this same organization and leadership as a senior medical sales representative with Restech.

I believe in Restech's approach in providing simple solutions to providers. I know you're in search of a highly efficient, client-first salesperson. Based on my past achievements, I can help the team at Restech get results:

- Consistently beat sales targets by at least 5% quarterly for four years employed with Nipro Corporation
- Established a digital marketing campaign focusing on referrals, leading to an increase of referral base by 26%
- Created a new client satisfaction survey, increasing client communication, and insight

As your schedule allows, I want to set up an interview to talk more about how my client profiles can help Restech's providers. Feel free to contact me with a time that is convenient for you.

Best regards,

(Insert Signature Here)

MATTHEW LOPEZ

P.S. — I would also like to tell you how the management team chose me to be a Field Sales Mentor.