

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]
[Date]

[Employer's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the Sales Representative position at [Company's Name] as advertised [where you found the job listing]. With my background in sales and a proven record of achieving targets, I am excited about the opportunity to contribute to your team.

In my previous role at [Your Previous Company], I successfully [mention a relevant achievement or responsibility], which resulted in [specific outcome, such as increased sales, improved customer satisfaction, etc.]. My ability to build relationships and communicate effectively has allowed me to [mention another relevant skill or achievement].

I am particularly impressed with [something notable about the company or its products/services], and I believe my skills align well with the goals of [Company's Name]. I am motivated, results-driven, and eager to help your team exceed its sales objectives.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your sales team.

Sincerely,
[Your Name]