

Date

Dear Hiring Manager,

I am writing to express my keen interest in the [Job Title] position at [Company Name]. With a robust background in business management, particularly in strategic direction, business development, and national account management, I am excited about the chance to contribute to your team. My progressive experience has equipped me with a comprehensive skill set and an innovative approach to overcoming challenges and driving business success.

At Its Ltd National in Sussex, where I currently serve as National Accounts Director, I have spearheaded initiatives resulting in an 800% increase in client spend and transformed a previously unprofitable office into a thriving profit centre within three years. These achievements were made possible through my focus on strategic relationship management, meticulous project management, and a passion for fostering team growth and efficiency.

Previously, at Oneway Resourcing, I expanded business contracts nationally whilst ensuring strict compliance with health and safety regulations. My proactive approach to client engagement and my ability to forge strong relationships significantly contributed to sustaining sales expansion across the UK. My tenure at Search Consultancy further honed my skills in account management, where I managed 32 live sites and significantly increased national account sales turnover, underscoring my strength in sales strategy and execution.

My leadership philosophy centres on building and nurturing high-performing teams. At Resourcing Group, I successfully managed multiple recruitment desks, generating substantial profits and establishing a new office from the ground up. This experience underpins my capability in recruitment, staff management, and creating environments where teams can thrive.

I am particularly drawn to [Company Name] because of its projects, values, and industry positioning. I am enthusiastic about the opportunity to bring my unique blend of skills and experience to your team, contributing to the continued success and growth of your organisation.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team.

Sincerely,

Client Name

Enclosed CV