

[Your Full Name]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Job Title, e.g., VP of Sales]
[Company Name]
[Company Address]

Dear [Hiring Manager Name],

I am writing to you because I have long admired [Company Name]'s position in the [Industry Name] market, particularly your recent success with [Specific Company Product or Achievement]. I am a top-performing Sales Executive with a proven track record of exceeding quotas and driving multimillion-dollar revenue growth, and I am interested in discussing how I can contribute to your sales team's continued expansion.

In my current role at [Current/Previous Company], I have consistently ranked in the top [Percentage]% of the national sales force. My recent achievements include:

- Exceeding annual sales targets by [Percentage]% in [Year], resulting in \$[Amount] in new business.
- Opening [Number] high-value enterprise accounts within [Timeframe].
- Shortening the average sales cycle from [Number] months to [Number] months through strategic pipeline management.
- [Optional: Mention a specific award or recognition].

I specialize in [Specific Skill, e.g., B2B SaaS, Strategic Partnerships, or Territory Development]. I am confident that my aggressive approach to lead generation and my ability to close complex deals would make me a valuable asset to [Company Name].

I have attached my resume for your review and would welcome the opportunity to speak with you regarding how my expertise aligns with your sales goals for the upcoming year.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]