

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

[Date]

[Hiring Manager Name]
[Title]
[Company Name]
[Company Address]

Subject: Optimizing Cross-Border Operations: Bilingual Supply Chain Executive

Dear [Hiring Manager Name],

I am writing to express my interest in the [Job Title] position at [Company Name]. With over [Number] years of experience managing complex logistics and procurement cycles across [Country A] and [Country B], I offer a unique blend of strategic leadership and native-level fluency in both [Language 1] and [Language 2].

In my recent role at [Previous Company], I successfully navigated the regulatory and cultural nuances of international trade to achieve the following results:

- Reduced landed costs by [Percentage]% through strategic vendor renegotiations in [Region].
- Streamlined customs clearance processes, cutting transit times by [Number] days.
- Led a multicultural team of [Number] to implement a unified ERP system across border locations.
- Mitigated supply chain risks by diversifying the supplier base across [Specific Markets].

My ability to negotiate directly with overseas stakeholders and interpret complex trade policies in real-time ensures that [Company Name] can maintain a competitive edge in global markets. I am confident that my bilingual communication skills and technical expertise in end-to-end supply chain management will drive immediate efficiency for your international operations.

I have attached my resume for your review and would welcome the opportunity to discuss how my background aligns with your current expansion goals. Thank you for your time and consideration.

Sincerely,

[Your Name]