

# MARY JANE

**SALES MANAGER**

123, Some Made Up Road, Birmingham B11AAT  
T: 00 44 121 638 0026  
E: info@dayjob.com

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Karen Cunningham  
Hiring Manager  
Dayjob Ltd  
120 Vyse Street  
Birmingham  
B18 6NF

Date 18<sup>th</sup> September 2012

Dear Ms Cunningham

Kindly accept this application from a talented and capable applicant who wishes to apply for your Sales Manager vacancy which was advertised on the dayjob.com website today.

I would bring to your company real life experience of the following areas, ....., ..... and ..... . All of these being fields mentioned in the job advert. As well as this I also possess leadership and management skills needed to be effective in a unique organisation with a culture of team work and succeeding against all odds.

With my present employer I have consistently exceeded all goals set for me, and am valued for my ability to deal with intractable situations by coming up with solutions that are acceptable to all parties. A good illustration of this is where I .....  
My core strengths include, but are not limited to the following:

- Ability to think strategically and set targets and objectives for the sales team.
- Being a highly entrepreneurial and adaptable individual, with an ability to make decisions competently and swiftly in fluid or pressured environments.
- Researching markets and analysing trends and making recommendations regarding Sales Plans and Strategy.

I am very keen to join your company because as a market leader in your field you are able to offer candidates a range of superb career opportunities and an immediately challenging position.

I would be grateful for the opportunity to demonstrate my capabilities further at an interview. Please feel free to contact me to arrange a meeting at your earliest convenience. In closing I would like to thank you for taking the time to consider my application, and I eagerly look forward to hearing from you.

Yours sincerely

Mary Jane

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