

# Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Key Account Manager

Dear Hiring Manager,

I am excited to apply for the Entry Level Key Account Manager position at Acme Corporation, as advertised on LinkedIn. With a strong background in customer relations and a passion for driving sales growth, I am eager to contribute my skills to your esteemed team. Acme's commitment to innovation and customer satisfaction resonates with my professional values, and I am enthusiastic about the opportunity to grow within such a dynamic environment.

During my internship at XYZ Company, I played a key role in managing a portfolio of accounts where I successfully developed tailored marketing strategies that increased client engagement by over 30% within a six-month period. My ability to analyze client needs and identify opportunities led to a 15% growth in sales for the accounts I managed. Additionally, I collaborated closely with cross-functional teams to streamline communication and ensure consistent delivery of services, resulting in improved customer satisfaction ratings from 80% to 92%.

I am particularly drawn to the Entry Level Key Account Manager position at Acme Corporation because of your emphasis on building long-term relationships with clients. I believe that my proactive approach and strong interpersonal skills will enable me to effectively nurture these partnerships. I am excited about the possibility of leveraging my analytical abilities to uncover insights that drive strategic decisions and foster client loyalty.

I would appreciate the opportunity to discuss how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application. I look forward to the possibility of contributing to your team and am eager to discuss my application further.

Sincerely,

Jordan Lee Thompson