

# Jessica Thompson

January 16, 2026

Acme Corporation

RE: Sales Representative

Dear Hiring Manager,

I am excited to apply for the Sales Representative position at Acme Corporation, as advertised on LinkedIn. With a strong background in sales and a passion for building lasting client relationships, I am eager to contribute to your team and help drive Acme's continued success in the market.

In my previous role at Bright Solutions, I consistently exceeded sales targets by 30%, ultimately earning the title of Top Sales Performer for two consecutive quarters. One key achievement involved developing and implementing a strategic outreach program that expanded our customer base by 25%, focusing on untapped market segments. This initiative not only increased our revenue but also enhanced our brand visibility within the industry. Additionally, I successfully negotiated a multi-year contract with a major client, which resulted in a significant revenue boost and solidified a long-term partnership that continues to thrive.

I am particularly drawn to Acme Corporation due to your reputation for innovation and commitment to customer satisfaction. I believe my proactive approach to sales and my ability to understand customer needs align perfectly with your goals. I am eager to bring my skills in relationship building and strategic sales planning to your team.

I look forward to the opportunity to discuss how my background, skills, and enthusiasms can align with the needs of Acme Corporation. Thank you for considering my application. I hope to speak with you soon.

Sincerely,

Jessica Thompson