**Robert Smith**

**Category Manager**

[Today’s Date]

[341 Company Address]  
[Company City, State xxxxx]  
[(xxx) xxx-xxxx]  
[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager’s Name],

This letter is regarding my interest in applying for the post of a Category Manager at [XXYYZZ organization]. My …… years of working in the same position at [XXYYZZ organization] match well with the specifications required for the right outcomes in this job.

With a strong network of professional, management, educational qualifications and experience in handling vendors and projects - I will surely deliver positive outcomes as per your organization needs.

My extensive experience in the role helped me understand various procedures and guidelines surrounding the field like -

* Development of marketing and selling Strategies.
* Development of competitive marketing and success elements.
* Assisting in coordination and preparation of tactical business plans for sale of various products.
* Development of category marketing plans.
* Development of investment plans to maximize sales.
* Assisting in capital budgeting and expense management plans.
* Respond to customer's queries about the existing and new products.
* Implementation of monthly promotional and branding solutions to achieve sales goals.
* Negotiation of price changes with vendors and projects.
* Analysing the available data to drive sales.

Given an opportunity, I assure you to give my best to this job and become an asset to your organization.

Looking forward to hearing from you soon.

Sincerely,

[Your Name]

1737 Marshville Road, Alabama, (123)-456-7899, info@qwikresume.com, www.qwikresume.com

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