

[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],

As a motivated, self-driven, dedicated, and enthusiastic professional, I strongly want to join as a Real Estate Manager in a company like yours wherein my dedication will significantly contribute to the growth and advancement of your mission.

My immense background in the field complemented by my passion for Housing and Real Estate will bring about a positive impact on your organization as your new Real Estate Manager

During my tenure previously at \*\*\*\*, I gained a unique combination of abilities that will suit me to take up the next step in my profession. Throughout my professional history, I have consistently exhibited an acumen for the real estate business. That said, I had been managing operations, finance, and strategies in this field for 12 years now.

Consider the following highlights from my qualifications:

* Spearheaded extensive buying, leasing, and improvement responsibilities for a \*\*\*\*\*-square-foot commercial complex valued at $69M in \*\*\*\*\*
* Worked on leasing and renewals of several properties
* Increased property values and monthly lease rates according to the changing land value.
* Handled economic management and budget control to assure alignment with the objectives of the company.
* Prepared and monitored financial reporting.
* Earned a bachelor's degree in \*\*\*\*\* from the University of \*\*\*\*\* and currently pursuing my MBA.

These qualifications, supplemented with my experience and educational credentials, put me in a place wherein I trust that I can surpass the expectations that you are looking for from your new Real Estate Manager.

I look forward to an opportunity to learn more about \*\*\* and to discuss how I can contribute my assets at your place.

Thank you for taking the time to review my credentials.

Sincerely,

[Your Name]

**Robert Smith**

**Real Estate Manager**