**Robert Smith**

**Retail District Manager**

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

[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],

I am writing in response to your [job title] opening at [company name]. I have over 10 years of experience in the retail sector, and have held positions from store associate to district manager. I've had the pleasure of working with many different types of stores and leading teams ranging from 3 to 150 people.

As a passionate and dedicated leader in the field of retail management, I have been able to achieve significant success in expanding store revenue, improving customer satisfaction scores, and increasing employee retention rates throughout my career.

My accomplishments include:

* Increasing sales by 14% year over year through a combination of marketing efforts, employee training programs, and sales initiatives.
* Decreasing costs by 12% over 4 years.
* Consistently received positive evaluations from employees and customers alike for my ability to lead with honesty and integrity.
* Earning Employee of the Year for 4 consecutive years.

I am excited by the potential opportunity to share my knowledge and expertise with your company as Retail District Manager. I believe that my proven track record of success in retail management makes me uniquely qualified for this position and that I would be an asset to your team. Please do not hesitate to contact me if you have any questions or need additional information from me. Thank you again for your time and consideration; I look forward to hearing from you soon!

Sincerely,

[Your Name]