[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],

Upon learning of your posting for a Wireless Sales Associate, I was eager to forward my resume for your consideration. As a highly motivated and experienced professional with strong negotiation and interpersonal skills combined with my prior experience in selling a variety of wireless devices and customer service, I am now prepared to extend my service to \*\*\* in attaining its long-term goals and objectives.

My career includes spearheading needs assessment, inventory management, and record-keeping to drive sales and customer service success. From greeting customers to demonstrate products and implementing effective retail sales strategies, I excel at surpassing corporate goals and objectives.

Here is a snapshot of my achievements and qualifications –

* Excelling in \*\*\*\* as their Retail Sales Associate since \*\*\*, demonstrating a deep knowledge of effective sales, merchandising and customer service strategies to achieve sales and revenue enhancement.
* Gained knowledge about working with a variety of POS systems, and comfortable cashing people out, and familiar with proper cash handling procedures.
* Working with both closing and opening shifts, and undertaking responsibility for balancing the cash drawer and taking deposits to the bank.
* 100% track record of accurate end-of-day balances.
* Creating displays, unpacking, and stocking new merchandise, and assisting customers with any inquiries that they have with wireless products.

With my prior retail experience, along with my ability to convince customers, I have invaluable insight into how to make customers happy and satisfied. I am confident that my additional strengths will readily translate to your environment. I am available to talk at your convenience and can be reached by phone or email. Thank you for your time and consideration.

Sincerely,

[Your Name]

**Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com**

**Robert Smith**

**Wireless Sales Associate**