

EDNA JEMUTAI KIPSANAI

P.O BOX 19169-00501

NAIROBI

17/6/ 2016

Dear Sir/Madam,

**REF: APPLICATION BUSINESS DEVELOPMENT MANAGER**

I hope you will consider me for the position of Business Development Manager as advertised by your organization.

I am particularly excited and motivated to work with your organization and be the team to drive, grow and fulfill the organization's mission and vision through development and implementation of achievable strategies. I am professional with exceptional interpersonal, communication and organizational skills and always like to continuously improve an organization. I am also a strong team player, honest, diplomatic with good problem-solving abilities using initiative and persistence and always maintain integrity and loyalty.

I am creative, technical savvy and have a passion for teamwork, performance customer delivery/ support and I am very certain that if given chance to work for your organization I will make a visible impact because I have so many skills bring to the organization using the knowledge and experiences.

My attached resume practical in marketing (Account Management), sales, administration and P.A duties, it cannot convey the full level of my eagerness to undertake new challenges in a new organizational set. I would like to continue my successful growth in a new and exciting field if you give me chance to explore my potential with your company.

To further acquaint you with the specifics of my background am attaching my detailed resume I look forward to meeting with you to discuss my qualifications in detail. I am available for a personal interview at your convenience.

Yours Faithfully,

Edna Jemutai Kipsanai