December 14, 2019

Sales Manager

To Whom It May Concern:

Thank you for taking the time to meet with me last Thursday about the

position. I enjoyed meeting with you and touring the facility.

In that time, I have learned many techniques that would drive sales and drive

customer satisfaction ratings at Quality Furnishings.

Thank you again for your consideration in filling this position. Please feel free

to contact me if you have any questions or would like additional information. I

am looking forward to hearing from you soon.

Sincerely,