

COVER LETTER IFO OZOUGWU IFEANYI REGINALD

Dear Hiring Manager,

RE: PROCUREMENT BUSINESS MANAGER

I would like to express my interest in the Sales Executive job posting in your organization and the opportunity to apply my expertise in the industry. When reviewing the job description, I was thrilled to discover how well my experience aligns with your needs and requirements. I feel your core mission and culture suit what I offer as a professional.

As an active Sales Associate with over 5 years of experience. Currently am working with First City Monument Bank, Enugu where am playing the role of Direct Sales Representative, account and procurement officer. I perform most of the sales activities. I have a well-rounded background in business development and refined talents in customer service and corporate banking which make me an ideal fit for the position procurement business manager.

I am a proven expert in customer service and a consistent collaborator. My previous roles have strengthened my abilities in communication and leadership, including a focused attention to detail and accuracy.

I am thrilled at the prospect of bringing my talents to your in your organization. Please contact me at your earliest convenience to further discuss how my work history and personality fit for procurement business manager.

Thank you for your time and consideration.

Yours Sincerely,

O.I.R

Ozougwu Ifeanyi Reginald

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