

# Summer Shields

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December 31, 2019

Summer Shields  
Sales Executive  
Verizon Connect  
20 Enterprise Ste 100  
Aliso Viejo, CA 92656

Dear Hiring Manager:

I'm highly intrigued by the prospect of joining the Process Street team as your next Account Executive (SaaS), and I encourage you to review the enclosed resume. As a highly driven and resourceful professional backed by more than 7 years of experience in SaaS sales, leadership and account management, I am certain that my qualifications will exceed your expectations.

Having cultivated an excellent record of success throughout my career—most recently producing significant results for Verizon Connect as a Sales Executive—I have been acknowledged as a goal-focused expert always ready to go above-and-beyond to achieve corporate objectives. Additionally, my talents in developing a loyal customer base while being an effective member to your team will allow me to immediately excel within your organization.

The following is just a small selection of my qualifications and accomplishments:

- Consistently exceed company goals and objectives; recognized by senior management on multiple occasions with annual awards and recognition.
- Utilization of referral business and leveraging social media to maximize sales and expand market share.
- Trained in Challenger Sale methodologies and proficient at reframing discussion to facilitate effective client dialogue.
- Effective communicator and relationship-builder with superior detail orientation who gathers and shares information effectively across all management, department, and discipline levels.

My keen attention to detail and commitment to accuracy will be of great value to enhancing your bottom line. I look forward to meeting with you to discuss this opportunity and my qualifications in detail. Until then, thank you for your kind consideration.

Sincerely,

Summer Shields  
*Enclosure*