**Sales Associate Cover Letter Template:**

[**Full Name**]

[**Email Address**]

[**Contact Number**]

[**LinkedIn Profile/Website Link**]

[**Date**]

Application for the position of sales associate at [**company name**].

Dear **[Recipient’s title and last name]**,

I am writing to you in response to your sales associate job posting listed [**in/on**] [**source**]. [**Company name**] has been a leader in customer service and quality products, and I've always admired your willingness to invest in young talent. Therefore, I would appreciate the opportunity to join your growing sales team and showcase my expertise in sales, customer service, and lead generation.

I am an ambitious, charismatic, and sales-oriented professional with a [**qualification type**] in [**marketing/similar fields**] and over [**number of years**] years of sales and customer service experience. My extensive career in sales has helped developed my [**skill 1**], [**skill 2**], and [**skill 3**] skills, as well as my ability to manage multiple accounts and customer relationships.

In my previous sales position, I was responsible for greeting, responding to, and assisting customers, completing financial transactions, and meeting all sales targets. In [**year**], my strong work ethic and impressive sales statistics were recognized when I won the [**name of award**] for [**specify**].

Please find my resume attached for more information on my particular set of skills and employment history. Thank you for considering my application and I look forward to discussing the position of sales associate further. Do not hesitate to contact me at [**email address**] or [**telephone number**].

Sincerely,

[**Your name**]