Evan Baxter

Sales and Marketing Manager

Shop Wise Ltd.

345 Old Jerusalem Street,

Boston, MA 02215

23rd August 2007

Dear Mr. Baxter:

I was glad when I found out from your advertisement that your company has been looking for experienced sales representatives. With my outstanding background as a sales executive at my previous work at Vacuum Industries, I believe that my skills and expertise suffice to the requirements of your company. I am submitting my resume as well as other certificates that would testify to my outstanding performance as a sales representative.

My skills have been greatly attributed by my Bachelor’s Degree in Sales and Marketing. I also have worked in the two firms for the past six years, which honed my skills as a professional sales representative, I have been nominated and awarded for a couple of times as the sales person of the year and also have been recognized as one of the top employees during my stay at the Vacuum Industries. My outgoing personality and excellent communication skills have made it convenient for me to make close deals as well as get along with my co-workers.

I hope you would consider my application and am looking forward to your favorable reply.

Respectfully yours,

Martin Fullman