

[Your Full Name]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile URL]

[Current Date]

[Hiring Manager Name]
[Title]
[Company Name]
[Company Address]

Dear [Mr./Ms./Mx. Last Name],

I am writing to express my interest in the Global Logistics Specialist position at [Company Name], as recommended to me by [Referral Name], who currently serves as [Referral's Title] within your organization. Having followed [Company Name]'s recent expansions in [Specific Region or Market], I am eager to apply my expertise in international supply chain management to your team.

With [Number] years of experience in global trade compliance, freight forwarding, and inventory optimization, I have a proven track record of reducing transit lead times and minimizing overhead costs. In my previous role at [Current/Previous Company], I successfully managed [Specific Detail, e.g., end-to-end logistics for a \$50M portfolio], ensuring 100% compliance with international shipping regulations and customs documentation.

My core competencies include:

- Optimizing multi-modal transport strategies (Sea, Air, and Road).
- Negotiating high-value contracts with global carriers and 3PL providers.
- Utilizing [Specific Software, e.g., SAP, Oracle, or TMS] to improve supply chain visibility.
- Mitigating risks associated with international trade tariffs and geopolitical shifts.

[Referral Name] spoke highly of [Company Name]'s commitment to [Specific Company Value or Project], and I am confident that my analytical approach to logistics problem-solving aligns with your operational goals. I am eager to discuss how my background in streamlining complex global networks can benefit your department.

Thank you for your time and consideration. I look forward to the possibility of discussing this opportunity with you further.

Sincerely,

[Your Signature (if sending by mail)]
[Your Typed Name]