

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

[Current Date]

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

Dear [Hiring Manager Name],

I am writing to express my interest in the Internal Logistics Coordinator position at [Company Name] as advertised on [Platform]. With a strong background in warehouse operations, inventory management, and workflow optimization, I am confident in my ability to streamline internal movements within your distribution center.

In my previous role at [Previous Company], I was responsible for coordinating the flow of goods from receiving to shipping, ensuring that pick paths were optimized and labor resources were allocated efficiently. I have extensive experience working with Warehouse Management Systems (WMS) and maintaining high accuracy rates in inventory tracking. My focus has always been on reducing bottlenecks and ensuring that internal logistics support the broader organizational goals of safety and speed.

I am particularly drawn to [Company Name] because of your reputation for [Specific Company Value or Recent Achievement]. I am eager to bring my skills in cross-departmental communication and problem-solving to your logistics team to enhance operational productivity.

Thank you for your time and consideration. I look forward to discussing how my experience in internal supply chain coordination can contribute to the continued success of [Company Name].

Sincerely,

[Your Signature]  
[Your Printed Name]