

[Your Full Name]

[Your City, State, Zip Code]

[Your Phone Number] | [Your Email]

[LinkedIn Profile URL]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

Dear [Hiring Manager Name],

I am writing to express my interest in the Demand Planning Manager position at [Company Name]. With a proven track record in [Number] years of supply chain management and statistical forecasting, I am confident in my ability to enhance your inventory accuracy and operational efficiency.

In my previous role at [Current/Previous Company], I was responsible for managing demand signals for [Number] SKUs. My key achievements include:

- Implementing [Specific Forecasting Software/Methodology] which improved forecast accuracy by [X]%.
- Leading monthly S&OP meetings to align sales, finance, and supply chain objectives.
- Reducing excess inventory by [X]% through rigorous data analysis and lifecycle management.

I am particularly drawn to [Company Name] because of your reputation for [Specific Company Value or Recent Achievement]. I am eager to apply my expertise in [Specific Skill, e.g., Collaborative Planning or Quantitative Analysis] to help your team navigate market volatility and optimize service levels.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background in demand planning can contribute to the continued success of [Company Name].

Sincerely,

[Your Name]