

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile URL]
[City, State, Zip Code]

[Date]

[Hiring Manager Name]
[Job Title]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager Name],

I am writing to express my interest in the Distribution Center Manager position at [Company Name], as advertised on [Platform where you saw the job]. With [Number] years of experience in logistics management, supply chain optimization, and warehouse operations, I am confident in my ability to lead your distribution facility toward peak efficiency and safety.

In my previous role as [Current/Previous Job Title] at [Previous Company], I successfully managed a team of [Number] staff members and oversaw a [Square Footage] facility. My key achievements include:

- Implementing [Specific Software/System] which increased order accuracy by [Percentage]%.
[Percentage]%
- Reducing operational overhead by [Percentage]% through strategic labor planning and lean methodology.
- Maintaining a safety record of [Number] days without a lost-time accident by enforcing strict OSHA compliance.
- Optimizing inventory turnover rates by [Percentage]% through improved SKU profiling and slotting strategies.

I am particularly drawn to [Company Name] because of your reputation for [mention a specific company value or recent achievement]. I am eager to bring my expertise in fleet management, vendor relations, and cross-functional leadership to help your distribution network meet its long-term KPIs and customer service goals.

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

Sincerely,

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