

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

[Date]

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

Dear [Hiring Manager Name],

I am writing to express my interest in the Junior B2B Sales Account Manager position at [Company Name], as advertised on [Platform where you found the job]. With a background in [Your Degree or previous field] and a proven track record in [mention a key skill like lead generation or relationship management], I am eager to contribute to your sales team's growth and client retention goals.

In my previous role as [Previous Job Title] at [Previous Company], I developed a strong foundation in the B2B sales cycle. I successfully [mention a specific achievement, e.g., exceeded monthly quotas by X% or managed a portfolio of X clients], demonstrating my ability to identify client pain points and present tailored solutions. I am particularly skilled at [Skill 1], [Skill 2], and utilizing CRM tools like [Name of CRM, e.g., Salesforce] to track pipeline progress.

I have followed [Company Name]'s recent success in [mention a company milestone or industry trend] and am impressed by your commitment to [mention a company value or product feature]. I am confident that my proactive approach to account management and my dedication to building long-term business partnerships will make me a valuable asset to your organization.

Thank you for your time and consideration. I look forward to the possibility of discussing how my skills and enthusiasm for B2B sales align with the needs of [Company Name].

Sincerely,

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