

# [YOUR FULL NAME]

[City, State, Zip] | [Phone Number] | [Email Address] | [LinkedIn Profile]

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[Date]

[Hiring Manager Name]  
[Title, e.g., Head of Global Commercial Banking]  
[Financial Institution Name]  
[Company Address]

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

## Re: Managing Director, Commercial Banking - [Optional: Reference ID]

It is with great interest that I submit my credentials for the Managing Director position within [Financial Institution Name]'s Commercial Banking division. With over [Number] years of experience in middle-market and large corporate lending, I have consistently delivered substantial portfolio growth, optimized risk-adjusted returns, and led high-performing relationship management teams across [Specific Regions or Sectors].

Throughout my tenure at [Current/Previous Institution], I successfully oversaw a loan book valued at \$[Amount] billion, achieving an annual revenue growth rate of [X]%. My strategic focus has always been twofold: driving aggressive market share expansion through sophisticated treasury and credit solutions, and maintaining rigorous credit quality standards. I have a proven track record of navigating complex regulatory environments while fostering a culture of excellence and mentorship within my direct reports.

My core competencies include:

- Strategic Portfolio Management & P&L Ownership
- Complex Credit Structuring & Syndicated Finance
- Cross-functional Collaboration (Investment Banking, Risk, Wealth Management)
- Regulatory Compliance & Enterprise Risk Management
- High-Level Client Relationship Cultivation & Retention

I am particularly drawn to [Financial Institution Name]'s reputation for [mention a specific company achievement or value, e.g., innovative ESG lending/digital transformation]. I am confident that my institutional knowledge and network of C-suite relationships will allow me to significantly contribute to the firm's strategic objectives and profitability targets.

I welcome the opportunity to discuss how my leadership experience and vision for commercial banking growth align with the goals of [Financial Institution Name]. Thank you for your time and professional consideration.

Sincerely,

**[Your Typed Name]**