

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

[Date]

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

Dear [Hiring Manager Name],

I am writing to express my strong interest in the **Last Mile Delivery Logistics Operations Executive** position at [Company Name]. With a proven track record in optimizing distribution networks and enhancing final-leg delivery efficiency, I am confident in my ability to streamline your logistics framework and improve customer satisfaction scores.

In my previous role at [Current/Previous Company], I successfully managed a fleet of [Number] vehicles and oversaw a team of [Number] dispatchers and drivers. My core focus centered on reducing cost-per-delivery while maintaining a [Percentage]% on-time delivery rate. I am particularly adept at leveraging [Specific Software/TMS/Route Optimization Tools] to mitigate transit delays and navigate the complexities of urban logistics.

My expertise includes:

- **Fleet & Resource Management:** Scaling delivery capacity to meet seasonal peak demands.
- **Data-Driven Optimization:** Analyzing KPIs to identify bottlenecks in the sorting and dispatch process.
- **Vendor & 3PL Management:** Negotiating contracts and monitoring service level agreements (SLAs).
- **Customer Experience:** Implementing real-time tracking systems to reduce "Where Is My Order" (WISMO) inquiries.

I am impressed by [Company Name]'s commitment to [mention a specific company achievement or value, e.g., sustainable delivery/rapid expansion]. I am eager to bring my operational rigor to your team to help achieve your targets for the upcoming fiscal year.

Thank you for your time and consideration. I look forward to the possibility of discussing how my experience in last-mile operations can benefit [Company Name].

Sincerely,

[Your Signature]

[Your Printed Name]