

# [FULL NAME]

[Address] | [Phone Number] | [Email Address] | [LinkedIn Profile URL]

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[Date]

[Hiring Manager Name]  
[Title: e.g., Senior Vice President of Investments]  
[Company Name]  
[Company Address]

**RE: [Job Title: e.g., Vice President of Industrial Development]**

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

I am writing to express my strong interest in the [Job Title] position at [Company Name]. With over [Number] years of experience in high-stakes industrial real estate development and a proven track record of managing end-to-end project lifecycles-from site selection and entitlement to vertical construction and disposition-I am confident in my ability to drive significant value for your portfolio.

Throughout my career, I have specialized in the strategic development of [mention specific asset types: e.g., Class A distribution centers, cold storage, or last-mile logistics]. My expertise includes navigating complex zoning regulations, negotiating multi-million dollar land acquisitions, and overseeing cross-functional teams to deliver projects on time and under budget. At [Current or Previous Company], I successfully [mention a specific achievement, e.g., "led the development of a 2-million-square-foot industrial park that achieved 95% occupancy within six months of completion"].

My core competencies include:

- **Strategic Site Acquisition:** Expertise in market analysis and underwriting for institutional-grade industrial assets.
- **Capital Management:** Managing complex capital stacks, debt/equity sourcing, and investor relations.
- **Project Oversight:** Managing GC relationships and design-build processes for large-scale warehouse facilities.
- **Stakeholder Relations:** Negotiating with municipal authorities, local community boards, and Tier-1 tenants.

I am particularly drawn to [Company Name] because of your recent [mention a specific company project or initiative]. I am eager to bring my background in [specific skill, e.g., brownfield redevelopment or sustainable logistics design] to your team to help expand your footprint in the [Region/Market Name] market.

I look forward to the opportunity to discuss how my executive leadership and industrial development expertise can contribute to the continued growth of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Full Name]