

[Your Full Name]

[Address, City, State, Zip Code]

[Phone Number]

[Email Address]

[LinkedIn Profile URL]

[Current Date]

[Hiring Manager Name]

[Title]

[Real Estate Agency/Company Name]

[Company Address]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the Entry Level Real Estate Associate position at [Company Name], as advertised on [Where you saw the job post]. As a highly motivated professional with a [Degree Name or relevant certification, e.g., Real Estate License], I am eager to leverage my interpersonal skills and passion for the property market to contribute to your team's success.

During my [Education/Previous Experience], I developed a solid foundation in [mention 1-2 skills, e.g., market research, client relations, or administrative support]. I am particularly drawn to [Company Name] because of your reputation for [mention a specific company strength or recent achievement]. I am committed to providing exceptional service to clients and assisting senior brokers in managing listings and navigating the closing process.

Key strengths I bring to this role include:

- Strong verbal and written communication skills.
- Proficiency in [relevant software, e.g., CRM tools or MS Office].
- A proactive approach to problem-solving and lead generation.
- The ability to thrive in a fast-paced, commission-driven environment.

I am eager to bring my work ethic and dedication to [Company Name]. I have attached my resume for your review and look forward to the possibility of discussing how my background aligns with your agency's goals.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]