

[FULL NAME]

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

[Date]

[Hiring Manager Name]
[Brokerage Name]
[Brokerage Address]

RE: Licensed Real Estate Professional - [Reference Job ID/Location]

Dear [Hiring Manager Name],

I am writing to express my interest in the Realtor position with [Brokerage Name]. As a high-performing real estate professional with a proven track record of exceeding sales targets and managing a high volume of concurrent transactions, I am confident in my ability to contribute to your team's market dominance.

In my previous role at [Current/Previous Firm], I consistently ranked in the [Top %] of producers, facilitating over [Annual Sales Volume] in closed transactions last year alone. My expertise lies in strategic lead generation, aggressive contract negotiation, and maintaining a [Percentage]% client retention/referral rate through meticulous transaction management.

Key highlights of my career include:

- **High-Velocity Sales:** Consistently managing [Number] active listings while maintaining an average days-on-market (DOM) [Number]% lower than the MLS average.
- **Revenue Growth:** Increased personal sales production by [Percentage]% within a 12-month period.
- **Client Relations:** Developed a robust CRM database of [Number] qualified leads through targeted networking and digital marketing.

[Brokerage Name]'s reputation for excellence aligns with my professional standards. I am eager to bring my competitive drive and market expertise to your firm to help drive further growth and client satisfaction.

Thank you for your time and consideration. I look forward to discussing how my experience in high-volume residential sales can benefit your team.

Sincerely,

[Handwritten Signature]

[Typed Name]