

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

[Date]

[Hiring Manager Name]
[Property Management Company Name]
[Property Name/Address]

Dear [Hiring Manager Name],

I am writing to express my enthusiastic interest in the Leasing Consultant position at **[Property Name]** as advertised on **[Platform/Website]**. With a strong background in sales, customer relations, and property operations, I am confident in my ability to drive occupancy rates and provide exceptional service to your community.

In my previous role at **[Previous Company]**, I successfully managed lead generation and converted tours into signed leases at a rate of **[Number]%**. I am adept at utilizing property management software such as **[Yardi/Entrata/AppFolio]** to track resident data, process applications, and manage renewals. Beyond administrative efficiency, I pride myself on my ability to build rapport with diverse prospective residents and address their unique housing needs.

I am particularly drawn to **[Property Management Company Name]** because of your reputation for **[mention a specific detail like "luxury amenities" or "community engagement"]**. My goal is to leverage my communication skills and marketing expertise to contribute to the continued growth and high resident retention of your portfolio.

Thank you for your time and consideration. I look forward to the possibility of discussing how my experience aligns with the goals of your leasing team.

Sincerely,

[Your Signature]
[Your Printed Name]