

[Your Full Name]

[Phone Number] | [Email Address]

[LinkedIn Profile URL]

[City, State, Zip Code]

[Date]

[Hiring Manager Name]

[Title]

[Company Name]

[Company Address]

Dear [Hiring Manager Name],

I am writing to express my interest in the Inventory Control Warehouse Supervisor position at [Company Name]. With [Number] years of experience in logistics and warehouse management, I have developed a proven track record of optimizing stock accuracy, leading high-performance teams, and streamlining supply chain operations.

In my previous role at [Previous Company Name], I successfully managed inventory valued at [Dollar Amount] with a [Percentage]% accuracy rate. I implemented [Specific Software/Process, e.g., a new WMS or Cycle Counting program] which resulted in a [Percentage]% reduction in shrinkage and improved order fulfillment speeds. My leadership style focuses on safety compliance, continuous improvement (Lean/Six Sigma), and mentoring floor staff to meet rigorous KPIs.

I am particularly drawn to [Company Name] because of your reputation for [Specific Company Achievement or Value]. I am confident that my expertise in auditing, vendor management, and labor scheduling will allow me to contribute immediately to your warehouse efficiency.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background in inventory control can support the operational goals of [Company Name].

Sincerely,

[Your Signature]

[Your Printed Name]