

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile URL]
[Portfolio/Website Link]

[Date]

[Hiring Manager Name]
[Title]
[Agency/Company Name]
[Address]

Dear [Hiring Manager Name],

I am writing to express my interest in the Account Executive position within [Agency Name]'s Healthcare practice. Having followed your recent work on [Specific Healthcare Campaign or Client], I am impressed by your agency's ability to translate complex medical data into compelling narratives that drive patient engagement and stakeholder trust.

In my previous role at [Current/Previous Agency or Organization], I managed the day-to-day operations for clients across the [Biotech/Pharma/Provider] sectors. I have successfully executed media relations strategies that resulted in placements in [Specific Publications or Outlets] and have experience navigating the regulatory complexities of [FDA/HIPAA/Industry Guidelines]. My background in managing multiple account workstreams ensures that deadlines are met and client expectations are exceeded.

My core competencies include:

- Drafting press releases, clinical trial summaries, and thought leadership pieces.
- Cultivating relationships with key healthcare trade journalists and KOLs.
- Coordinating integrated campaigns across earned, owned, and paid channels.
- Monitoring industry trends and the competitive landscape to provide strategic counsel.

I am eager to bring my passion for healthcare communication and my proactive account management style to [Agency Name]. I look forward to the possibility of discussing how my experience aligns with the needs of your account teams.

Thank you for your time and consideration.

Sincerely,

[Your Name]