

**[Your Full Name]**  
[Your Phone Number]  
[Your Email Address]  
[Your LinkedIn Profile URL]  
[City, State, Zip Code]

[Date]

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

**RE: BUSINESS DEVELOPMENT MANAGER APPLICATION - [REFERENCE NUMBER/PROJECT TYPE]**

Dear [Hiring Manager Name],

I am writing to express my strong interest in the Business Development Manager position at [Company Name]. With a proven track record of driving revenue growth and securing high-value contracts within the [Specific Sector: e.g., Commercial, Industrial, or Civil] construction industry, I am confident in my ability to expand your market presence and strengthen your client pipeline.

In my previous role at [Current/Previous Company], I was responsible for identifying emerging market trends and cultivating strategic partnerships with developers, architects, and subcontractors. My expertise lies in navigating the full project lifecycle—from initial lead generation and pre-qualification to RFP management and final contract negotiation. I have consistently met and exceeded annual sales targets by [Percentage]% through a combination of data-driven market analysis and relationship-based selling.

Throughout my career in the construction sector, I have developed a deep understanding of [Specific Technical Knowledge: e.g., BIM, LEED certification, or specific building codes]. I am adept at translating complex technical requirements into compelling value propositions that resonate with stakeholders. My approach focuses on long-term client retention and brand positioning, ensuring that [Company Name] remains the preferred choice for [Specific Project Types].

I am particularly drawn to [Company Name] because of your recent work on [Specific Company Project or Innovation]. I am eager to bring my network of industry contacts and my strategic pursuit methodology to your team to help achieve your expansion goals for the upcoming fiscal year.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background in construction business development can contribute to the continued success of [Company Name].

Sincerely,

[Your Signature]

[Your Printed Name]