

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

[Date]

[Hiring Manager Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Hiring Manager Name],

I am writing to express my interest in the E-commerce Business Development Manager position at [Company Name]. With a proven track record of driving revenue growth and optimizing digital sales channels, I am eager to bring my expertise in marketplace expansion and strategic partnerships to your team.

In my previous role at [Current/Previous Company], I was responsible for [mention a specific achievement, e.g., increasing conversion rates by X% or expanding into new international marketplaces]. I specialize in analyzing consumer data to identify emerging trends and implementing scalable SEO/SEM strategies that improve brand visibility. My experience in managing [mention specific platforms, e.g., Shopify, Amazon, or Magento] allows me to bridge the gap between technical execution and high-level business goals.

I am particularly drawn to [Company Name] because of [mention a specific company project, value, or product]. I am confident that my ability to negotiate vendor contracts and streamline supply chain logistics for digital storefronts will contribute significantly to your upcoming growth initiatives.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background in e-commerce strategy can help [Company Name] exceed its sales targets for the upcoming fiscal year.

Sincerely,

[Your Signature (if sending by mail)]
[Your Typed Name]