

DAISY WALKER

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Aug. 8, 2025

Julian Robinson, Hiring Manager

TJX Companies

Atlanta, GA 30326

(555) 555-5555

example@example.com

Dear Julian Robinson,

I am excited to apply for the sales assistant position at TJX Companies. With seven years of hands-on experience in retail sales, customer service, and inventory management, I am confident in my ability to contribute effectively to your team. I am passionate about delivering exceptional customer experiences and driving sales growth, and I believe my background aligns well with the goals of your organization.

Throughout my career, I have developed strong communication and interpersonal skills that help me connect with customers and understand their needs. At my current role, I consistently exceeded monthly sales targets by an average of 15%, contributing to a 10% year-over-year store revenue growth. I am proficient in using POS systems and CRM software to streamline sales processes and maintain accurate records. Additionally, my certification in retail sales management has equipped me with advanced techniques in upselling and customer retention strategies.

Beyond sales, I am skilled in inventory control and merchandising, ensuring that product displays are attractive and inventory levels are optimized to meet demand. I led a team initiative that reduced stock discrepancies by 25% and improved restocking efficiency by 30%, resulting in smoother store operations. My proactive approach and teamwork have been recognized with the "Employee of the Quarter" award twice in the past two years.

I am eager to bring my sales expertise and dedication to TJX Companies, and I look forward to the opportunity to contribute to your team's success. I would welcome the chance to discuss how my skills and experience align with your needs. I am available at your convenience for an interview. Thank you for considering my application.

Sincerely,

Daisy Walker