**CAREER CHANGE COVER LETTER SAMPLE**

John Doe  
ABC Company  
123 A St.  
Dover, DE 19901

Dear Mr. Doe,

I am writing this letter to express my interest in the Sales Manager position at ABC Company. I have 10 years of marketing experience and wish to transition into a sales role at a prestigious company such as yours. I have many skills from my marketing career that can translate to success in this role.

Although I have been an asset to my prior employer as a marketing manager, I have dealt with many experiences that support common sales skills. I work one-on-one with clients while managing a marketing team. My client relationships are valuable to me because it allows me to build our connection, provide relevant product offerings and continue an ongoing business relationship.

Because of my skills as a marketing manager, I’ve won numerous awards, including Manager of the Year and Employee of the Month on numerous occasions. This required not only strength in marketing but also the instinct and ability to manage and motivate a team to work towards a common goal.

I believe my background in marketing would provide value for your team by adding a unique perspective. I am a fast and enthusiastic learner, ready to become a leader at ABC Company. If you know of a more appropriate position or an opening that has recently been vacated, I would be grateful for your consideration.

Sincerely,  
Jane Doe