**To,**

**Fred Darwin**

**Hiring Manager**

**Holmes Automobiles**

**Nottingham**

**UK**

**Date: 17th November 20XX**

**Subject: Application for the Post of Car Sales Consultant**

**Respected Sir,**

Through this letter, I would like to apply my candidacy for the post of a car sales consultant. This is in reference to the advertisement in the local newspaper, Times Daily, dated 15th November 20XX. I hold a Bachelor’s degree in sales and marketing and a reputed background of 5 years in the automobiles industry. I have enclosed a copy of my resume for your kind referral.

I have a potential of knowing the needs of my customer and consulting them with the best car, matching their budgets and expectations. At my past employment, I have received great appreciations for increasing the company’s sales by 10% with good convincing powers and problem solving skills. As a car sales consultant at your company, I will research and analyze the marketing trends in the automobiles industry and assist my customers with the best available option. With a complete knowledge about installment plans, insurance criteria and advanced sales strategies, I assure you that I would prove to be a positive addition to your company.

I request you to schedule a convenient time for an interview. If you need further details regarding my candidacy, please feel free to contact me on 122XXXX.

**Thanking you.**

**Sincerely,**

**Troy Eric**