Email a Resume and Cover Letter Sample

**Subject: Phil Collins – Regional Sales Manager**

Dear Mr. / Mrs. [Last Name of the Recipient],

I am writing this email to apply for the job position of Regional Sales Manager at Nurture Pharmaceuticals Pvt. Ltd.

I have an extensive experience of 15 years in sales. At present, I am serving Shine Pharmaceuticals Pvt. Ltd as Area Sales Manager for the last 5 years. With my skills and ability to work hard individually as well as a team member, the company’s sales have grown more than 30% since last year. Moreover, I have also won several awards including “Employee of the Year” in 2018.

I believe I will be the perfect fit for this job. I have attached my resume and cover letter to this email. I hope that you will review it soon and let me know whether or not I qualify for an interview. You can always reach out to me via the given contact details.

Thanks a lot for your precious time!

Best Regards,

Phil Collins

[Email Signature]