**CUSTOMER SERVICE COVER LETTER**

**[Today’s Date]**

**[Hiring Manager’s Name]**

**[Company Name]**

**[Company Address]**

**[Phone Number]**

**[Email Address]**

Dear **[Hiring Manager Name],**

My name is **[Your name]**, and I am a seasoned **[Industry]** professional with over **[Number]** experience. I am very interested in **[Position]** at **[Company name]**, and my experience in **[Previous customer service experience]** makes me an excellent candidate. I believe my **[Insert role-relevant skills]** can help **[Company Name]** achieve **[Desired goals for role]**.

In my current role as a **[Your current role]** at **[Current company]**, I’ve achieved results with **[Insert achievements or data that shows expertise]**. I’m eager to bring these skills to [Insert position] and help customers achieve success.

Additionally, **[Insert other relevant experience or skills related to the role]**.

I look forward to further discussing my past achievements and how they will help me succeed as **[Insert role title]**.

Thank you for your time and consideration.

Best,

**[Your Name Here]**