## REAL ESTATE COVER LETTER

**[Name]**

**[Phone]
[Address]
[Email]**

January 22, 20XX

Dear Clara,

I read your recent real estate job advert with great interest and genuinely believe I am the right person for the job.

I have been fully licensed in your state for over three years, after completing the Real Estate Salesperson exam with fill marks. Since becoming licensed I have become my current company's top performing sales officer for two of the three years. I have had success in both the rental and purchase markets securing many big-ticket deals on large properties.

Clients have often commented on my personal and thorough approach to sales. It is my belief that finding out and matching the needs of the client exactly creates an opportunity for quicker more successful sales. This attitude has seen me close deals off 40% of all meetings with tenants/home purchasers and also take a large property off the market that had remained unsold for two years.

With my qualifications, experience and successful sales I feel I have a lot to offer to your company's sales team.

I have always been impressed by your company's property portfolio and branding and speaking to employees that work for you I am intrigued by your supportive and vibrant sales culture. I like how you appear to be willing to break the rules and try new methods in delivering the best results for your customers. This is also my mindset and I would love to work in a place that nurtures that.

I understand that I am relatively new to the field and there might be more experienced candidates, but I am eager to increase my success with you.

I would love the opportunity to use my experience as a benefit to your company and look forward to discussing this with you further.

Thank you for your time.

Kind regards,

Jane Doore