

# Appointment Setter Cover Letter

13531 Chong EstatesPort Claudio, KY 49392

**Dear Royal Erdman,**

In response to your job posting for appointment setter, I am including this letter and my resume for your review.

Previously, I was responsible for the highest degree of customer satisfaction and be honest in all aspects of dealing with customers.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Strong work ethic and internet navigation skills
- Tech savvy and critical thinking skills
- Sales Comprehension - Understanding of the sales process
- Comfortable with being on the phone all day
- Handle each customer interaction with courtesy and respect to guarantee exceptional service
- The Inside Sales Representative will be supporting the outside sales team partnering with outside professionals to grow market share
- Setting meetings and maintaining customer relationships is paramount in this role
- Dynamic personality and go getter attitude

**Thank you for taking your time to review my application.**

Sincerely,

Tatum Ankunding