

Associate Account Executive Cover Letter

78824 Brown ShoreLake Scottie, AZ 06189

Dear Tyler Nicolas,

In response to your job posting for associate account executive, I am including this letter and my resume for your review.

Previously, I was responsible for day-to-day support to Americas Sales Coverage in connection with the preparation and booking of license agreements and managing close partnership with Sales Coverage to improve turnaround time of legal contracts.

Please consider my experience and qualifications for this position:

- Works in partnership with team members to ensure creative briefs, deadlines and project work is completed with highest quality standards, and delivered on time and on budget
- Thorough knowledge of Excel, PowerPoint, Word and relative fashion industry systems such as Micro Strategy, RLM, GBIS
- Strong, clear and concise communication skills, both oral and written
- Demonstrated consultative sales and client relationship management abilities
- Good understanding of key financial metrics such as revenue and margins
- Skillful negotiator and experience with conflict resolution
- Familiar with the use of presentations & reporting tools
- Proficient in Microsoft Outlook and Microsoft Excel

Thank you for taking your time to review my application.

Sincerely,

Brooklyn Schultz