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## Re: Entry Level Enterprise Small Business Sales

In response to your organization’s online posting of job offering for the position of an Entry Level in your Enterprise Small Business Sales division, I am hereby applying for the said position which is deemed based in Mountain View, California. Based on my educational background as a Business Management degree holder with a strong alliance and patronage for Google’s applications, I believe I am qualified for this entry level role.

A review of the responsibilities including the need to address customer inquiries; working with marketing personnel; achieving sales targets; monitoring customer feedback; and recommending areas of improvement through creative and innovative thinking, perfectly fit one’s personal and professional qualifications. The theoretical knowledge gained from the Business Management degree program, in conjunction with the innate skills in sales, communication, problem-solving, customer relations, as well as in teambuilding and group collaboration would significantly assist towards the attainment of tasks required of the position.

Past work experiences with a sales and marketing organization, the ABC Marketing Group, with a customer service representative role and that which entails the development of strategies deemed necessary to market the products and services to the target clientele proved to be challenging; yet rewarding. It is through this work experience that one gained skills in customer service, teambuilding, interpersonal communication, and even conflict resolution. These skills are believed to be of productive use to your organization through the position being offered.   
I look forward to being of service to your prestigious organization. I am confident that, if chosen, the relationship would be mutually beneficial and rewarding for us both.

## Re: Application for Assistant Store Manager - Mainline Area, Pennsylvania

In response to your online job posting for an opening for the position of an Assistant Store Manager for your store located at the mainline area in Pennsylvania, I am hereby applying for that position. As noted, the role requires assisting the store manager in effectively undertaking governance and administration of effective store management, including responsibilities such as planning, organizing, directing, and controlling different facets of store operations. One firmly believes that I fit the role of an assistant store manager given the educational background gained in Business Management and Administration, as well as with the previous working experiences with retail establishments.

Upon review of the required knowledge, skills, and abilities, one would acknowledge possessing the following, as deemed necessary: exemplary customer relations skills; highly conversant with good communication skills; strong interpersonal, problem-solving, conflict resolution, and teambuilding skills; as well as being extraordinarily adept at working in face paced environment, such as Starbucks.

With one’s past work experiences with a retail and in a restaurant environment through XYZ Retail Service Organization, the appropriate required qualifications were effectively honed. I could therefore provide exemplary service as an Assistant Store Manager for your identified location and would be looking forward to gaining professional experience and growth through Starbucks remarkable commitment to employees’ development; as well as endeavoring to serve the community through the products and services being offered.

I am looking forward to hearing from you soon. Rest assured that my genuine desire, knowledge and capabilities to serve and to be part of your organization would be a mutually beneficial experience.