

James Logan

example@myemail.com | (098) 765-4321

456 My Street, San Diego, CA 76543

Jessica White

Walgreens Central Tampa

123 Your Street,

Houston, TX 12345

(123) 456-7890

example@youreemail.com

[month, day, year]

Dear Ms. White,

As a pharmacist at CVS, I guided my team to retain a 98% customer satisfaction rating for the last five years. Maintaining such a high customer rating was a difficult job that required dedication and a drive to provide the best possible experience for every customer.

I noticed you want to improve customer relations at Walgreens Central Tampa, and I am the perfect addition to your pharmaceutical team. I have over eight years of experience in the industry in some of the busiest pharmacies in Tampa.

Some of my proudest career achievements include:

- Process over 35,000 prescriptions each month with 97% accuracy for the past five years and zero harmful errors
- Raised customer retention by 22% by training pharmacists in proper customer relations
- Trained, mentored, and supervised 15 new pharmaceutical technicians.

I would love to discuss the ways in which I could improve customer relations at Walgreens. Please, feel free to contact me with a time and date that would suit your schedule.

Kind regards,

James Logan, Pharm.D.

P.S. I would love to tell you about the analysis procedure I implemented that caught multiple prescription errors and increased customer satisfaction.