

Anthony Gentile

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Caleb Morris
Wells Fargo
123 Your Street,
Houston, TX 12345
(123) 456-7890
example@youremail.com

[month, day, year]

Dear Mr. Morris:

I'm reaching out in regard to the bank teller position at Wells Fargo. With over three years of experience within the banking industry, I've cultivated an expertise in both customer service and sales. In 2023, I achieved a 94% customer satisfaction rating on surveys. I am confident I can achieve similar results for your company in the bank teller role.

Wells Fargo's reputation for delivering an exceptional customer experience strongly aligns with my professional background. During my time with PNC Bank, I communicated with a diverse range of customers to understand their unique banking needs and recommend ideal products. I believe I can help your bank continue to grow its reputation as a customer-first organization based on my previous achievements:

- Interfaced with bank customers to identify banking needs, recommend financial solutions, and identify ideal products to achieve client goals, resulting in a 94% customer satisfaction score
- Managed customer requests quickly and efficiently, including cashing checks and money orders, depositing and withdrawing cash, checking account balances, and providing account information
- Cross-sold products using advanced knowledge of bank practices, accounts, and personal loans

I look forward to telling you more about how my customer service experience within the banking industry could benefit your customers and team. Feel free to contact me via phone or email at your convenience. I appreciate your time and consideration.

Best regards,

Anthony Gentile