

Meeta Patel

example@myemail.com | (098) 765-4321
456 My Street, San Diego, CA 76543

Lori Taylor
TD Bank
123 Your Street,
Houston, TX 12345
(123) 456-7890
example@youremail.com

[month, day, year]

Dear Ms. Taylor:

I would like to apply for the bank teller position with TD Bank that I found on Indeed. As you can see from my resume, I have over six years of customer service experience at notable banking institutions. Throughout my career, I've exceeded sales quotas by 25% to 50% month over month. I believe that my expertise in cross-selling would be a strong asset to your organization.

TD Bank's reputation for diversity and inclusion is what draws me to apply for this position. As a banking professional, I believe a forward-thinking culture is essential for delivering exceptional customer service. I am confident I can exceed both sales and customer satisfaction goals for your company based on my career achievements:

- Supported banking clients with unique needs, recommended banking products based on personal financial goals, and exceeded annual sales quota by up to 50%
- Provide suggestions to clients to deliver ideal banking products, including bank accounts and investment accounts
- Communicated empathetically with bank customers, identified conflict resolutions, ensured positive interactions, and achieved customer satisfaction ratings of 90% to 93%

I hope to schedule an interview to provide more insights into how my cross-selling expertise can help drive sales for TD Bank. Feel free to contact me via phone or email at your convenience. Thank you for your time and consideration.

Best regards,

Meera Patel