

# Matthew Lopez

example@myemail.com

(098) 765-4321

456 My Street, San Diego, CA  
76543,

**Gary Smith**  
**Restech**  
**123 Your Street,**  
**Houston, TX 12345**  
**(123) 456-7890**  
**example@youremail.com**

[month, day, year]

Dear Mr. Smith,

In my six years with the Nipro Corporation, I created and led a two-day workshop for our surgical clients. I walked the surgeons through an educational presentation and provided hands-on training. I hope to share this same organization and leadership as a senior medical sales representative with Restech.

I believe in Restech's approach in providing simple solutions to providers. I know you're in search of a highly efficient, client-first salesperson. Based on my past achievements, I can help the team at Restech get results:

- Consistently beat sales targets by at least 5% quarterly for four years employed with Nipro Corporation
- Established a digital marketing campaign focusing on referrals, leading to an increase of referral base by 26%
- Created a new client satisfaction survey, increasing client communication, and insight

As your schedule allows, I want to set up an interview to talk more about how my client profiles can help Restech's providers. Feel free to contact me with a time that is convenient for you.

Best regards,

Matthew Lopez