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TD Bank

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[month, day, year]

Dear Ms. Smith:

As a supervisor with eight years of experience within the banking industry, I have a strong career history of enhancing customer service delivery. At Wells Fargo, I refined training protocols and customer service guidelines to reduce wait times by 15% for a high-volume call center. I can create value for your organization in the customer service supervisor position.

TD Bank's reputation as a customer-first organization draws me to apply for this position. As a customer service supervisor, I pride myself on my ability to enhance the client experience by refining internal processes. I would be an asset to your team based on my past accomplishments:

- Identified opportunities to enhance the customer experience by refining scripts, delivering training on communication best practices and service standards, and creating an accessible knowledge base to expedite escalations, resulting in a 15% reduction in call wait times
- Improved customer satisfaction metrics for the call center from 89.7% to 93.6% by evaluating feedback from customer surveys and integrating new service protocols
- Managed a team of more than 30 customer service representatives, conducted annual performance reviews, and established a work culture of accountability

and inclusion

I would like to schedule an interview to provide more insights into how my background as a supervisor can benefit your customer service department. Feel free to contact me via phone or email for any additional questions regarding my experience. Thank you for your time and consideration.

Sincerely,

Aliya Jackson