

YOUR NAME

Adress

Mobil: 0123456789

Mail: your.name@mail.de

COMPANY

Adress

INSERT DATE AND LOCATION HERE

Application for the position as a XYZ Manager

Dear Mr. XYZ,

I have the highest demands for myself with regard to innovativeness, performance and integrity. Therefore, I would like to apply for the position as a XYZ Development Manager at COMPANY.

A major reason why I am able to support COMPANY is my experience as the team leader of the finance department at CURRENT COMPANY. As one of my duties, I have to plan, optimize and implement new forecasting initiatives with short-term revenue effects and long-term developments of competitive advantages. The agile and proactive coordination of the IT, Category Management and data science teams is an essential part of my daily tasks. Furthermore, I am responsible to maintain, develop and improve operative and strategic performance-instruments. The preparation and execution of workshops for the usage of performance-instruments completes my key activities.

In addition, I offer you scientific and analytic knowledge, which I have gained as a student at the University of ZXY. I have conducted research about entrepreneurial finance topics by applying qualitative and quantitative empirical methods for the IT-based evaluation of big data structures. Finally, I'd like to draw your attention towards my accomplishments as an entrepreneur. During my study course, I was able to develop mobile applications and online platforms. Those experiences shaped my business acumen with regard to leadership skills, strategy development and execution as well as embracing the responsibility for my own actions.

I would welcome the opportunity to personally demonstrate my adaptability and commitment. I am looking forward to hear from you soon. I explicitly request confidentiality for the documents of this application.

Sincerely,

YOUR NAME