

Thank You Letter

5397 East Sanford
Pittsburg, Kansas 66762

November 23, 2017

Mr. Robert Smart
Vice President
Healthy Pharmaceuticals
239 Rose Drive
Pittsburg, KS 66762

Dear Mr. Smart:

Thank you for arranging my flight on short notice, and for taking the time from your busy schedule to meet with me to discuss your needs and my qualifications for the position of Central Regional Pharmaceutical Sales Manager with Healthy Pharmaceuticals. I appreciate the opportunity to:

- Meet with you and the other members of the senior management team
- Tour the facilities
- Gain an understanding of the benefits and unique qualities of your products, services, and operations
- Speak with your research and development team.

Mr. Smart, my proven record of success in pharmaceutical sales management, background in biological sciences, and strong team-building skills, makes me confident that I can generate new, repeat, and referral sales of your cardiovascular products in hospitals, clinics, and physicians' offices.

It would be a pleasure and a privilege to be part of your management team. Your administrative personal has provided me with the itinerary and map for Friday's meeting

Sincerely,

(Signature here)

Type your name