**Not sure how to start? Click the link to** [**have your cover letter written today by a certified writer**](https://resumewriterdirect.com/cover-letter/?utm_source=MSWord_CL_Samples&utm_medium=RWD_Top_Link&utm_campaign=MSWord_Download_Push)**.**

**Retail Manager Cover Letter Sample**

Jan. 1, 2018

Hiring Manager

123 Company Address

City, State, Zip Code

hiring.manager@gmail.com

Dear [Hiring Manager’s Name],

I am writing to apply for the position of Retail Manager at the Westwood branch of Nordstrom at the Westwood Mall. I have worked in retail as a manager since 2010 and have a wealth of experience in the fashion and clothing industry. In my current position as a manager, I have been responsible for over $150K of revenue above and beyond company projections, and have significantly cut costs for my branch. As a matter of fact, my current store has been awarded best branch in Southern California under my supervision.

Beyond simple sales numbers, I have directly trained a large number of new employees and have shown myself capable of motivating and organizing my team to restock and decorate our store in a very short time. I maintain friendly relationships with all team members and upper-management and corporate alike, and am often complimented for my friendly and helpful demeanor.

Between my years of experience, capacity in management, and career achievements, I am confident I would be a fantastic addition to Nordstrom at Westwood’s management team. If you are so inclined, I would jump at the opportunity to visit you for an interview. Thank you for your time and consideration of my application. I look forward to hearing back from you at your convenience. Thanks again.

Sincerely,

Your Name

Hello, Job Seeker!

If you’re having difficulty writing your cover letter, **don’t worry.** You’re in good company – everyone struggles to craft the perfect cover letter. For a well-written, compelling cover letter that will help you land more interviews, we recommend [consulting the certified cover letter experts at Resume Writer Direct](https://resumewriterdirect.com/cover-letter/?utm_source=MSWord_CL_Samples&utm_medium=RWD_Link_2&utm_campaign=MSWord_Download_Push).

Or, here’s some excellent resources that might help you complete your cover letter:

* [Cover Letter Builder](https://resumecompanion.com/cover-letter-builder/?utm_source=MSWord_CL_Samples&utm_medium=CL_Builder_Link&utm_campaign=MSWord_Download_Push)
* [How to Write a Cover Letter](https://resumecompanion.com/how-to-write-a-cover-letter/?utm_source=MSWord_CL_Samples&utm_medium=CL_How_To_Link&utm_campaign=MSWord_Download_Push)
* [Cover Letter Examples by Industry](https://resumecompanion.com/cover-letter-examples/?utm_source=MSWord_CL_Samples&utm_medium=CL_Samples_Link&utm_campaign=MSWord_Download_Push)

Oh, and don’t forget, you’re also going to need a winning resume:

* [Free Resume Builder](https://resumecompanion.com/?utm_source=MSWord_CL_Samples&utm_medium=Rez_Builder_Link&utm_campaign=MSWord_Download_Push)
* [How to Write a Resume](https://resumecompanion.com/how-to-write-a-resume/?utm_source=MSWord_CL_Samples&utm_medium=Rez_How_To_Link&utm_campaign=MSWord_Download_Push)
* [Resume Samples by Industry](https://resumecompanion.com/resume-examples/?utm_source=MSWord_CL_Samples&utm_medium=Rez_Samples_Link&utm_campaign=MSWord_Download_Push)