Susan Smith

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September 14, 2011

Mr. Robert Vast

Operations Director

Dialogic Corporation

16 Royal Drive

Rochester, NY 14236

Dear Mr. Vast:

I am writing in response to your advertisement for a logistics manager on your company website. Your company happens to be one of my targets for possible employment opportunities.

I have been managing logistics for TRANS SURE EXPRESS, LLC since they opened their doors 5 years ago. I believe that my background is a perfect fit for the requirements of the position. There is little question that I can make a significant contribution to your organization. Here are a few highlights:

|  |  |
| --- | --- |
| **Sales** | * Developed and implemented sales plan to enable all inter-company Account Executives and Account Managers to introduce and sell cross border and re-distribution services. |
|  |  |
| **Administration** | * Established and enforced business rules for all other carriers and business partners. |
|  |  |
| **Customer Service** | * Nurtured and built client trust to expand and strengthen business relationships. |

I am enclosing my resume for your consideration. My salary requirements are open, dependent upon scope of the position.

Sincerely,

Susan Smith

Attachment or Enclosure