**Jenny Austin  
Customer Success Manager**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@example.comhorizontal line

4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to apply for the role of Customer Success Manager at [Company Name]. With over 5 years in customer success, client relationship management, and customer service roles, I am confident I possess the skills and expertise required to excel in this position.

As a customer success manager, I understand the importance of creating and maintaining trust- based relationships with clients. I have demonstrated the ability to successfully manage and develop relationships with clients to ensure their success and satisfaction with the company’s products and services. I possess excellent communication and problem- solving skills and am adept at handling difficult customer service issues.

I also have significant experience in creating and implementing plans to increase customer retention and satisfaction. I have successfully designed customer success initiatives to increase customer loyalty and reduce customer churn. I am also proficient in gathering and analyzing customer feedback to identify areas of improvement and create strategies to address them.

Finally, I am a highly organized and detail- oriented individual. I am confident that I can help the company achieve its customer success goals by driving customer engagement, satisfaction, and retention.

I believe I am the ideal candidate for this role and would be a great addition to your team. I would appreciate the opportunity to meet with you and discuss my application further.

Thank you for your consideration.

Sincerely,

**Your Name**horizontal line