**Jenny Austin  
Interior Design Logistics Coordinator**

123 Your Street, Your City, ST 12345, (123) 456-7890, email@maxresumes.com

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4th September 20XX

[Hiring Manager]

123 Address St

Anytown, ST 12345

Dear [Hiring Manager],

I am writing to express my interest in the Interior Design Logistics Coordinator position at [Company Name]. With nearly a decade of experience in the logistics and interior design industry, I feel confident my knowledge and experience can be an asset to your team.

From coordinating interior design projects to customer service, I have a wide range of experience that I feel makes me a great fit for this position. I have extensive experience with project management, customer service, and customer relationship management. I am also familiar with many aspects of logistics, such as shipping and receiving, inventory management, and time management.

I am great at multitasking, and I am highly organized in both my work and my daily life. I have strong verbal and written communication skills, and I have the ability to quickly adjust to new environments and tasks. I am proficient with a range of computer software, such as Microsoft Office, Adobe Creative Suite, and AutoCAD.

I am confident that I possess the skills and credentials needed to be successful in the Interior Design Logistics Coordinator position at [Company Name]. I am excited for the opportunity to learn more about the job, and I look forward to speaking with you further about how I can be of service to your company.

Thank you for your time and consideration.

Sincerely,

**Your Name**

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