**Jenny Austin  
Porter**

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 Porter position at [Company Name]. With my extensive experience in stocking shelves, providing customer assistance, managing inventory, and maintaining clean and organized work areas, I am confident that I can make a valuable contribution to your team.

My background includes five years of warehouse and stocking experience. During this time, I have developed a wide range of skills that I am certain will be beneficial to your organization. I consistently exceed performance expectations when stocking shelves, conducting inventory, and ensuring that my assigned areas are clean, organized, and well- maintained. On top of this, I have a strong customer service background and positive attitude towards my work.

In addition to my experience, I am an enthusiastic and hardworking individual who is eager to apply my skills in a new and challenging environment. I am confident that I can quickly learn and adapt to any new procedures and systems associated with the position.

I strongly believe that my qualifications and experience make me an ideal candidate for this position. I have enclosed my resume for your review and I would welcome the opportunity to discuss my qualifications in more detail with you.

Thank you for your time and consideration.

Sincerely,

**Your Name**

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