**Steve Carell  
Shop Assistant**

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 apply for the position of Shop Assistant at [Company Name]. With my experience in customer service, sales, and retail, I believe I am well- suited to this role.

I have worked in customer service positions for the past five years, helping customers with their purchases and needs. I have a proven track record of increasing customer satisfaction while meeting sales goals. I have also created and implemented customer feedback systems, which have helped increase sales and improve overall customer satisfaction.

I am adept at handling cash, POS systems, and stock management. I am also very comfortable in a fast- paced working environment and thrive on the challenges that such an environment presents. My interpersonal skills allow me to build relationships with customers and colleagues alike. Moreover, I am highly organized and efficient, able to prioritize tasks and ensure that all products are correctly priced and shelved.

I am confident that my skills and experience will be an asset to [Company Name] and I would welcome the opportunity to discuss my candidacy further. Please find my resume attached and thank you for your consideration.

Thank you for your consideration.

Sincerely,

**Your Name**

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