

**NATASHA WATT**

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Date

Name  
Title  
Company  
Address  
City State Zip

Dear :

I would like to take this opportunity to introduce myself and indicate my interest in working for your organization as a Customer Service Representative. With that goal in mind, I hope you will find my résumé and this cover letter worthy of your attention.

Highly motivated and results-driven, I have over 12 years of experience working in a call center environment. I possess a unique combination of customer service skills, and I have delivered proven results in effectively resolving customer complaints and maximizing cross-selling opportunities.

My employment record demonstrates my ability to consistently meet and exceed goals. I have experienced outstanding success in building and maintaining customer relationships, and I was recognized for such with an "Employee of the Month" award. Given the chance to excel within a company such as at yours, I am confident in my ability to help you achieve your business goals as well.

Thank you for your consideration.

Cordially,

Natasha Watt