

## JOHN SMITH

123 Main Street New York City  
USA, 2345678

11/10/2018

### Paul Walker

Designation

Company Name

456 Main Street

New York City, USA, 123600

Dear Mr. Paul Walker,

I am currently looking at sales management position with lorem ipsum manufacturers. During the last 10 years I have worked for Lorem Company and currently district sales manager for a major manufacturer.

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I will call you next week to learn about your future plans.

Sincerely,

John Smith