

MATT WILSON

Former Professional Rugby Player

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Ms. Emily Anderson
Hiring Manager
[Company name]
[Company address]

Dear [insert title and name of hiring manager],

I am writing to express my interest in the [position name] position at [Company Name], as recently advertised on your website. Having had the pleasure of meeting Johnathan Porter at a recent RUPA networking event, I was immediately impressed by [Company Name]'s commitment to [company values].

<Beginning a career example>

I am beginning my career in [insert industry name] after a [length of career] career in professional sport. This role is particularly appealing to me, because I can apply [relevant transferable soft skills] to drive meaningful results and positively impact [specific aspect of role or industry].

<Industry-specific example>

I have always admired the [detail about industry] and take pride in embodying [values that are relevant to the role and industry]. That is why I was thrilled to see the opportunity to join your team, where I can contribute my skills and passion to further [specific goal or mission of the industry/company].

During my [length of career] career in professional sports, I have honed my ability to thrive in fast-paced environments, cultivate teamwork, and drive results under pressure. As a former athlete, I've developed a keen sense of discipline, resilience, and goal-oriented mindset, which seamlessly translates into the corporate world. Moreover, my tenure in high-performance sport has instilled in me a profound understanding of

leadership, adaptability, and continuous improvement—qualities that I am eager to bring to your esteemed team.

Upon reviewing the job description, I am confident that my background aligns perfectly with the requirements of the [role name] role at [Company Name]. I am particularly excited about the opportunity to leverage my strategic thinking and leadership to contribute to the continued success of your organisation.

I am pleased to highlight the following skills and achievements that I am eager to bring to [Company Name]:

- Client Relationship Management: I have a proven ability to build and nurture strong client relationships, resulting in increased customer satisfaction and loyalty. At [company name], I successfully managed a portfolio of key accounts, driving a 30% increase in revenue through proactive account management strategies.
- Leadership: I have consistently showcased strong leadership abilities and I have achieved recognition as a top leader. In my sports career, I successfully lead a team of 15 players to win ___games.
- Strategic Planning and Execution: I have demonstrated proficiency in developing and implementing strategic plans. For example, I strategised our team's winning plays in XXXX. I believe I can utilise these skills to drive business growth and achieve organisational objectives.

I am confident that my unique blend of skills and experiences will make me a valuable asset to [company], and I am enthusiastic about the opportunity to contribute to its continued success. Thank you for considering my application. I have enclosed my resume for your review and would welcome the opportunity to discuss how my background aligns with the needs of [Company Name] in more detail.

Yours sincerely,

Matt Wilson