

Jessica Holstein, PharmD, MBA

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410-952-5775

[LinkedIn](#)

To:

[Insert company here]

June 10, 2022

Dear Hiring Manager,

I'm a PharmD, MBA with almost 6 years of experience in scientific communications looking for the opportunity to apply my skills in a new way. I believe my skills and background make me an excellent fit for the position of [position, company]. My vast experience in global commercial and medical affairs content creation and strategy, pending graduate certificate in Pharmacoeconomics, and 7 years as a pharmacy manager at a premier retail pharmacy, have prepared me to transition into this role.

Having worked in [relevant work experience], I am already knowledgeable about the competitive landscape, and your brand and business needs. I would bring passion, creativity, and knowledge to developing and communicating key brand and portfolio messages to the medical community.

I currently lead 3 commercial, medical, and market access teams to develop innovative, compelling medical content and provide strategic direction on various projects. No matter the role, I consistently execute processes to fulfill all guidelines—achieving and surpassing organizational objectives. Whether I'm assigning tasks and training team members or executing projects myself, I excel at improving team performance, adapting to business needs, and leveraging the strengths and weaknesses of a product to provide value for the company and customers.

I am confident that the skills I developed in previous positions have prepared me for this opportunity with [company]. My expertise and experience make me a great candidate for this opening. I would love to meet you and the team to share more about my previous experience and the value I can bring to [company]. If you have any questions, you can reach me by phone at 410-952-5775 or email at jessica.holstein@gmail.com

Thank you for your consideration.

Sincerely,

Jessica Holstein