

Leah Brennan

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Mr Daniel Price
Head of Client Services
Northpoint Workplace Solutions
2 Hardman Square
Manchester M3 3EB

Dear Mr Price

Application for Senior Account Manager

I am applying for the Senior Account Manager role. I manage 34 business accounts worth £3.1 million a year for Pennine Facility Services, and last year 94% of contracts by value renewed.

I grew the portfolio by £420,000 in the same year, mostly by adding services to existing clients. When a distribution centre client expanded to a second site, I brought our operations manager to the first meeting, and we won the new site within two months.

I run quarterly reviews with each client's facilities manager and agree the actions with our operations team, and I negotiate prices at renewal within the margin set by our sales director.

Your focus on long contracts with logistics and healthcare sites is the work I know best. My CV is attached. Thank you for considering my application.

Yours sincerely

Leah Brennan