Zainab Ibe
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17 November 2026

The Human Resources Manager
Hotel Capitol
Head Office, Lagos

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF MEDICAL REPRESENTATIVE

I am writing to apply for the position of Medical Representative at Hotel Capitol, which I saw advertised on Omadaily. Hotel Capitol is a respected name in healthcare & Pharmaceuticals, and I would welcome the chance to grow my career with your team.

I hold a B.Sc. Biochemistry from University of Nigeria, Nsukka, and I have 5 years of experience, most recently as a Medical Representative at Riverstone Group Ltd. In this role I promote six products to 150 doctors and pharmacies, and I grew territory sales by 28% in one year.

I respect the care and responsibility that work at Hotel Capitol demands, and I am careful, calm under pressure and committed to doing things the right way. I am also skilled in product detailing, doctor and pharmacy visits and territory planning.

I have attached my CV for your review. I would be glad to attend an interview at your convenience to discuss how I can contribute to Hotel Capitol. Thank you for your time and consideration.

Yours faithfully,

(Signature)
Zainab Ibe

Free sample from omadaily.com. Edit it to fit your own experience.