

Academic Program Manager Cover Letter

87928 Smith PassNorth Shaneshire, OR 71513-9797

Dear Gray Watsica,

I am excited to be applying for the position of academic program manager. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for standards and best practices for teachers to tie blended learning into lesson design towards a new standard classroom and teaching framework.

Please consider my qualifications and experience:

- Experience constructing budgets
- Excellent time management and self-directed work style
- Expert knowledge of Microsoft Office products (Word, Excel, Outlook, Access, and PowerPoint), other database, email and calendar-keeping software
- Experience in sales, marketing, business partner relationship development, or technical functions within the technology industry (including related products and services)
- Industry specific relationships, network and credibility (in the higher education field preferred)
- Specialized knowledge of solutions related to higher education
- Strong skills in developing and delivering presentations
- Strong knowledge of academic selling and marketing techniques

Thank you for considering me to become a member of your team.

Sincerely,

River Mann