

Account Administrator Cover Letter

9636 Eleanor ShoresNorth Mikel, AL 91695-5447

Dear Azariah Will,

In response to your job posting for account administrator, I am including this letter and my resume for your review.

Previously, I was responsible for technical expertise for solutions which include a variety of Microsoft and Linux-based technical infrastructure stacks supporting both developed and third-party applications.

Please consider my experience and qualifications for this position:

- Knowledge of Account Transfers
- Knowledge of ISA regulations
- Experience working in a financial services regulated environment desirable
- High level of expertise in trust administration
- Essential to maintain a high rate of accuracy
- A self-directed individual that is able to work independently and has a tolerance for a high volume of work and able to handle demanding customer service situations
- Need to highly detail oriented
- Office products expertise

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

River Cummerata