

Account Services Representative Cover Letter

42788 Thurman Trail Marylandport, AZ 30352-7058

Dear Stevie Borer,

I would like to submit my application for the account services representative opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for oversight to the Account Managers and Customer Success Team to drive client outreach, day to day operations and continual improvement initiatives Client outreach includes addressing client operational needs, renewals, selling and processing additional services (training integrations ancillary services, etc.) and lead generation/handoffs to Sales for expansion of core product subscriptions.

Please consider my qualifications and experience:

- Consumer Lending or prior financial experience preferred
- P&C Insurance License preferred
- Knowledge of Netsuite or similar ERP system an asset
- Knowledge of the rate structures, customer billing concepts, electric and gas distribution, energy efficiency (electric and gas technologies), corporate finance concepts and company policies and procedures
- Experience in client service preferred—preferably in health care/health plans
- Positive attitude is essential
- Flexibility to adjust as priorities shift
- Working knowledge of field activities related to the technical aspects of customer services and electrical distribution operations and construction

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Ari Reinger