

Account Specialist Cover Letter

49566 Sharlene CenterRobertsfort, KY 98066-9033

Dear Peyton Davis,

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

In the previous role, I was responsible for timely feedback to appropriate Kite Pharma management regarding account business trends, changes in the therapeutic landscape, industry issues and business opportunities.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Confident and comfortable presenting to a large group of people (internal/external)
- Knows MS team structure, roles and responsibilities
- Looks for innovative ways to streamline work processes across the team
- Uses dept and company scorecard and other metrics
- Measures own work to plan and reports out at a micro and macro level
- Goal oriented and motivated to achieve standards set by management
- Microsoft Office Suite products, especially Excel
- SAP experience is preferred, but not mandatory

I really appreciate you taking the time to review my application for the position of account specialist.

Sincerely,

Armani Kessler