

Account Specialist Cover Letter

865 Gerard BrooksLake Karma, WV 33368

Dear Phoenix Stamm,

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

In my previous role, I was responsible for thought leadership and strategic analysis of industry trends in the information security and managed service provider markets.

Please consider my experience and qualifications for this position:

- Past success driving change by persuasively presenting one-on-one and to large groups
- Proficient with Microsoft Office Suite, specifically Excel, PowerPoint and Word
- Can work with Formulas in MS Excel
- Need someone who is great with numbers
- Proficient in desktop tools including Word, Excel and PowerPoint.Salesforce.com experience preferred
- Capacity to understand and manage regulatory requirements and professionally participate in external audits and client meetings
- Familiar with basic procurement operation process
- Familiar with vendor management

Thank you for taking your time to review my application.

Sincerely,

Drew Morissette