

Associate Cover Letter

1452 Kim Knolls West Nolan, CA 28963-5301

Dear Shiloh Feeney,

Please consider me for the associate opportunity. I am including my resume that lists my qualifications and experience.

In the previous role, I was responsible for annual Cash Control Plan in accordance with established policies and procedures.

Please consider my experience and qualifications for this position:

- Maintaining thorough comprehension of relevant standards and regulations
- Capable of working within a design team, both locally, nationally & internationally and potentially mentoring and coaching more junior colleagues in technical engineering design excellence
- Skilled in the practices of people and project management
- Client liaison and third party management
- Project management and control
- Awareness of consultancy financial management practices and procedures
- Maintaining and developing client relationships whilst working on projects
- Preparation of pre-qualification responses, proposals and tenders

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

Sincerely,

Emerson Emard