

Project Specialist Cover Letter

228 Bahringer Station Bergstrombury, TX 57105

Dear Robin Schaden,

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

In my previous role, I was responsible for guidance, under supervision of TCTRL Associate Director or Regulator Operations Manager or designee, to physicians and principal investigators, IBC, CPRMC, PRMC, DSMC, and IRB in the interpretation of applicable regulations and guidelines, to include but not limited to GCP, GLP, ICH, FDA, and NIH OBA guidelines.

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:

- Good technical skills in MS Office (Excel, PowerPoint, Access)
- Experience using tools such as data warehouse, internet based software applications and Microsoft applications such as Excel
- Experience in gear & lighting project management
- Advanced skills in MS Word, Excel, and Outlook
- This role requires the person to work with energy and passion
- Experience with conducting pedagogical activities, conflict mediation and community mobilization
- An interest in behavioral economics specifically
- Graduate of any technical course or equivalent experience

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

Sincerely,

Stevie Kutch