

Project Specialist Cover Letter

998 Justin RueTurcottomouth, LA 31178-8940

Dear Ari Wuckert,

I am excited to be applying for the position of project specialist. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for central support to study sites to ensure their regulatory binder is maintained in compliance with GCP standards and sponsor regulations.

My experience is an excellent fit for the list of requirements in this job:

- Excellent attention to details and time management skills
- Good presentation and oral communications skills
- Healthcare knowledge preferred, specifically payer, provider, office management, or institutional billing office experience
- Knowledge of concepts, practices and procedures of quality and / or risk management (including Operational Risk Management, Enterprise Risk Management and Business Continuity)
- Post-secondary education in a related field or an equivalent combination of training and experience
- General understanding of common web technologies (browsers, HTML)
- Committed, results-driven leader who can make an impact
- Process oriented, with an exceptional eye for detail

Thank you for taking your time to review my application.

Sincerely,

Emerson Mayert