

Supervisor, Operations Cover Letter

76021 Kimberly Forks South Sonny, MT 62188-2258

Dear Sam Schmidt,

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

In my previous role, I was responsible for leadership for best practices and process across key operational areas, to include ITIL and operational improvements when/as applicable.

Please consider my experience and qualifications for this position:

- Familiarity with a variety of personal computers, facilities maintenance and operations, network operations, principles of telecommunications, or functions of IS systems and diagnostic techniques
- Trade qualification in a mechanical, electrical or process discipline
- Completion of Water Treatment Operators course or equivalent in Power/Gas Generation
- Certificate IV in Leadership and Management or demonstrated supervisory experience
- Extensive experience in a Process Production environment in either the water treatment or Power/Gas Industries
- Experience in the leadership, management and coaching of work teams
- Knowledge of water treatment processes including chemical handling and safety and laboratory techniques (desirable)
- Knowledge and understanding of mechanical, electrical and instrumentation control equipment (desirable)

I really appreciate you taking the time to review my application for the position of supervisor, operations.

Sincerely,

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