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# Example of Account Support Associate Cover Letter

4595 Blick Lake
Myronside, OK 42022

**Dear Brooklyn Kling,**

I would like to submit my application for the account support associate opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for ongoing management of the employee engagement activities including Culture Committee, employee volunteerism, scheduling of executive lunch roulettes, Lunch & Learns, and interactive employee events (virtual and in person).

Please consider my experience and qualifications for this position:

* Producers's License or obtained within 45 days of hire
* Support and drive change in assigned sales area to create efficient processes which lead to sales growth and achieving the sales plan
* Improve, maintain and communicate system, product and process knowledge with GP Pro field sales, distribution and customers
* Continuously create efficiencies through creativity, experimentation, and ideation
* Collaborate with GP PRO Sales Professionals to help manage and strategize product sales through the use of the customer management tool (salesforce®.com)
* Utilize suggestive selling of products and services during customer-initiated interaction
* Analyze business needs through ongoing maintenance of metrics, reports and dashboards that drive key business decisions
* Provide technical support of GP’s electronic and manual dispensing systems to ensure positive customer experience with equipment and providing back up phone coverage only

**Thank you for considering me to become a member of your team.**

Sincerely,

Emerson Upton