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# Example of Change Manager Cover Letter

39422 Kozey Grove  
Bogisichfurt, KY 41804-4697

**Dear Campbell Mann,**

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

Previously, I was responsible for deliverable plans to drive process, systems, tools, and metrics improvements across the Chubb Supply Chain organisation.

Please consider my experience and qualifications for this position:

* Excellent customer skills interpersonal and communication skills
* Good time management, prioritization and organizational skills
* Willing to support team leader/manager in delegated activities
* Expert knowledge of the guiding principles to change approach
* Proactive consideration and mitigation of the CM risks
* Knowledge and experience working in a Risk Management organization/project
* Solid change management experience
* Can operate independently, but be part of a cohesive international team

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

Sincerely,

Onyx Kreiger