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# Example of Customer Service Consultant Cover Letter

633 O'Keefe Haven
Port Mabel, AR 87119

**Dear Alexis Hartmann,**

I submit this application to express my sincere interest in the customer service consultant position.

In the previous role, I was responsible for a responsible & accurate telling service by maintaining & applying an up to date knowledge of transaction banking policies, practices, procedures and law.

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

* Risk-minimisation attitude when conducting regular business activities
* Experience in Superannuation and Investment knowledge will be an advantage
* Self-driven and motivated to achieve results
* Intermediate working knowledge of Microsoft Outlook, Excel & Word packages
* Knowledge of the appropriate PPG products an advantage
* Knowledge of the Production and Distribution functions an advantage
* Contributes to the team, focusing on the accomplishment of team goals
* Computer literate good working knowledge of Microsoft Office applications

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

Sincerely,

Sutton Bayer