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# Example of Excel Expert Cover Letter

57298 Hartmann Divide  
West Jeanene, ND 96405

**Dear Shae Jacobs,**

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

In the previous role, I was responsible for recommendations based on analyzed data to solve a variety of business problems and enable business strategy.

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

* Highly dependable and motivated to succeed
* Excellent written and verbal communication skills both verbal and written
* Comfortable submitting to drug and background screen for hire
* Proven experience and familiarity with PowerBI
* Experience and comfort working on Office365 online
* Exposure to and understanding of Power Automate
* Experience with basic automation (i.e., auto-generating Word documents/PDFs from Excel)
* Experience with VBA, fluency preferred

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

Sincerely,

Sawyer Nikolaus