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# Example of Excel Expert Cover Letter

85892 Val Cliff  
East Tristan, WY 25893-4104

**Dear Tatum Bartoletti,**

Please consider me for the excel expert opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for technical assistance in identifying, evaluating, and developing systems and procedures that are cost effective and meet business requirements.

Please consider my qualifications and experience:

* Experience with government databases output and reporting
* Experience with software design and the development process
* Experience with data in regulated and compliance industries, including financial, medical, government, or storing large amounts of data
* Experience with troubleshooting, issue resolution, system administration, software and hardware installation, technical guidance, systems integration and, test support
* Knowledge of Excel Visual Basic for Applications (VBA) dashboards, create and modify macros triggered by events, and create and maintain office, and add-in toolbars
* Knowledge of SQL, C#, C++, Scripting or other programming languages
* Possession of excellent written and oral communication skills, including accuracy and attention to detail
* In-depth understanding of customer needs

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

Sincerely,

Blake Gleason