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# Example of HP Support Cover Letter

7066 Ullrich Wells  
Lake Shawanna, MS 55986-7694

**Dear Emerson Langworth,**

I submit this application to express my sincere interest in the HP support position.

In my previous role, I was responsible for order sales transaction process management, administrative support and collaborate in Process Improvement Projects as well as other company goals and objectives.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

* Developing processes to maintain operational support and development documentation
* Planning and performing scheduled hygiene and maintenance of the infrastructure
* Detailed oriented with excellent troubleshooting skills
* Capable of working effectively within a distributed global team
* Proven experience in HP Nonstop system products
* A strong track record working with large commercial clients
* Preferred industry experience in Banking or Telecommunications
* Proficient with Microsoft Office suite, including advanced knowledge of Excel and Access preferred

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

Gray Smith