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# Example of HR Services Specialist Cover Letter

28350 Goyette Gateway
Lake Harriet, DE 79366

**Dear Emerson Kunde,**

In response to your job posting for HR services specialist, I am including this letter and my resume for your review.

In my previous role, I was responsible for support and functions as a liaison between operations managers and LOA office, HR, and central payroll office.

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:

* Exceptional technical expertise of HR systems including electronic personnel files and HR management systems
* Strong Knowledge of SAP system (PA , OM , TA & PY) as end user
* Strong knowledge of HR process
* Experience in managing complex system landscapes and interfaces
* Experience in Global company and Shared Services environment preferred
* Multiple Country HR regulation knowledge would be added advantage
* Experience with case management systems preferred
* Previous payroll experience (include tax or financial background) preferred

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

Sincerely,

Corey Blick