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# Example of Lead-NET Cover Letter

946 Shea Spring
Quianaborough, TN 56507

**Dear Emerson Mitchell,**

I would like to submit my application for the lead-net opening. Please accept this letter and the attached resume.

Previously, I was responsible for application development support with experience in Microsoft .NET framework.

Please consider my qualifications and experience:

* Maintains a Risk List and updates the risk management plan
* Prepares regular status reports across projects and facilitates regular status meetings
* Ensures the development team is following the standard processes
* Ensures key project metrics are being tracked and reports on those metrics regularly
* Collaborates closely with Quality Assurance to ensure test coverage and coordination with development team
* Acts as the development team's interface to the client (i.e., participates in project status and design meetings with client)
* Keeps the Project Manager informed of any changes (or suspected changes) in client staffing or management
* Obtains authorization from the Project Manager before working overtime hours

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

Sincerely,

River Bins