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# Example of Materials Planning Analyst Cover Letter

2533 Lindgren Walk
South Ilana, IN 29038-0360

**Dear Frankie Lang,**

Please consider me for the materials planning analyst opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for priorities on the creation of the master planning and tactical production schedule process for assigned production lines and facilitate conversation with Customers.

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:

* PC / Windows Office
* Previous scheduling experience within supply chain and/or manufacturing facility
* Knowlege of the 0-8 TRB manufacturing process and capabilities
* Knowlege of the customer service functions and processes
* Experience effectively working in an organization of senior professionals
* Fortitude to demand excellence from self and others
* APICS CPIM and/or CPM certification preferred
* Demonstrated knowledge of how to effectively operate in a regulated environment (FDA, GMED, NCIS )

**Thank you for taking your time to review my application.**

Sincerely,

Drew Jerde