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# Example of Operational Support Cover Letter

9827 Klein Ford  
Sungton, MD 26404

**Dear Charlie Pagac,**

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

In my previous role, I was responsible for support of loan originating/underwriting, servicing, and other mortgage related support for client applications.

My experience is an excellent fit for the list of requirements in this job:

* Knowledge Sharing (L3)
* Experience in planning and managing the logistics for events, meetings and trainings for up to 500 people
* Experience with travel, contracting, and procurement policies and procedures
* Booking in/out of all vehicles
* Maintaining roll count
* Checking all prisoner release pass before release from Prison
* Maintaining the Security of the Establishments perimeter via correct operation of the airlock system
* Assistance with support inboxes to help resolve Issues and questions from Listers/Valuers

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

Sincerely,

Campbell Baumbach