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# Example of Planning Analyst Cover Letter

22201 Emanuel Heights  
Stefanfort, KS 43578

**Dear Blake Cummerata,**

I submit this application to express my sincere interest in the planning analyst position.

In my previous role, I was responsible for analysis and modeling support for supply chain initiatives, including process optimizations and proposals.

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:

* Monitor accuracy to forecast using learnings to influence future forecasts
* Ensure IEX workforce management tool is utilised to its full potential
* Possess a proven track record of achieving and delivering an excellent level of service to their customers
* Demonstrate a commercial understanding and will be able to apply this by bringing new ideas to the business
* Action orientated, flexible and professional under pressure
* Focused on continuous improvement and development in all areas of work
* An excellent understanding of day to day business and customer needs
* Aptitude in numeracy is essential

**Thank you for your time and consideration.**

Sincerely,

Indigo Upton