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# Example of Program Scheduler Cover Letter

706 McCullough Ranch  
Hiltonberg, IN 13831-3067

**Dear Tatum Weimann,**

I submit this application to express my sincere interest in the program scheduler position.

In the previous role, I was responsible for guidance to on-boarding programs of PMSS processes and guidelines to ensure consistency across the programs and common application of project management principles.

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

* Prepare and coordinate the modeling and re-engineering of the Integrated Master Schedule for new or existing programs and supports the integration of the Integrated Master Plan (IMP) into the Integrated Master Schedule (IMS)
* Maintains and coordinates vertical and horizontal schedule integration between supplemental schedules, the IMS, and the Summary Master Schedule (SMS)
* Requires Microsoft Project expertise
* Experience planning for software development projects, an understanding of EVM and EIA-748 compliance, and experience with Deltek Cobra
* Extensive knowledge of developing and maintaining Integrated Master Schedules (IMS)
* Previous experience on high profile programs and able to work complex issues which arise on those types of programs
* IRS Enterprise Life Cycle (ELC)
* Requires program control experience working with schedules, IMS, IMPs, WBSs,and schedule analysis tools

**Thank you for considering me to become a member of your team.**

Sincerely,

Tyler Considine