

Access Control Specialist Cover Letter

82627 Glover ExtensionsGeorgiannastad, ID 21420-2788

Dear Robin Crist,

In response to your job posting for access control specialist, I am including this letter and my resume for your review.

In my previous role, I was responsible for iT expertise and coordinate IT resources for construction and development projects such as office remodels and expansions.

Please consider my experience and qualifications for this position:

- An intermediate-advanced knowledge of MS Word, Outlook and Power Point
- A Beginner to Intermediate knowledge of MS Excel
- Provide assistance for SCIF database operations and maintenance of the existing agency's security management system (SMS) (e.g., badging, CCTV, alarms,)to ensure operational readiness of the system at all NGA locations
- Prepare and implement life-cycle management model to support budget efforts
- Participate in and document meetings with cross functional team (business, application development and risk) to assess if application entitlement design is fit for purpose (granularity, description, user profile)
- Document remediation plan and time estimates for changes to application entitlements such that they adhere to the prescribed framework
- Obtain sign-off on pilot findings from stakeholders
- Assist in larger adoption of entitlement assessments

Thank you for your time and consideration.

Sincerely,

Dylan Breitenberg