

Account Operations Manager Cover Letter

6127 Brent HarborsNaderhaven, NV 47933

Dear Dakota Mohr,

In response to your job posting for account operations manager, I am including this letter and my resume for your review.

Previously, I was responsible for call Center supervision with the information and analysis to enable them to improve responsiveness to Customers and maximize operating efficiencies.

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

- Warranty operational experience
- Strong Excel and Visio knowledge
- Robust experience with operational process and root cause analysis is preferred
- Medicare and/or Medicaid experience is preferred
- Quantitative analysis and financial modeling capabilities
- Proficiency in analyzing, developing and implementing operational KPIs and financial analysis
- Strong interpersonal skills with highly developed organizational skills
- Competency in SQL and Microsoft Office tools

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Sutton Kiehn