

Account Operations Manager Cover Letter

83506 Mitchell Extension Starkstad, CA 04011

Dear Baylor Dicki,

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

In the previous role, I was responsible for training and education to the internal HR Direct call center team on benefits plans and programs.

Please consider my qualifications and experience:

- Strong Operations product lifecycle knowledge
- Fund Accounting, Audit or OTC product lifecycle experience is advantageous
- Cross regional leadership
- Lean 6 Sigma analysis
- Project and/or Program Management experience preferably within an international environment
- Demonstrated understanding of when to proceed alone and when to involve their Supervisor or other Associates
- Contribute to a cohesive and pleasant work environment
- Hands-on management style, with strong affinity for quantitative analyses-driven strategy setting

Thank you for your time and consideration.

Sincerely,

Blake Kassulke