

# Account Support Representative Cover Letter

6867 Argentina Extensions South Kirby, GA 79018-0456

**Dear Dallas Baumbach,**

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

Previously, I was responsible for real-time feedback to MS so that we can identify and implement corrective strategies.

Please consider my experience and qualifications for this position:

- Be the owner of all clients outstanding issues to provide follow-up actions and resolution schedules
- Assist client meetings
- Manage projects for assigned clients
- Provide full support to clients on production issues, including internal handling and coordination of escalations where necessary
- Track issues, bug, enhancements with relevant tracking systems
- Knowledge of the Financial Market
- Being able to project an image of patience and expertise to customers
- Experience in Support and/or client relationship Management

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

Sincerely,

Lennox Pfannerstill