

Acquisition Manager Cover Letter

297 Corkery Springs New Adelaidebury, OH 56388

Dear Phoenix Armstrong,

I am excited to be applying for the position of acquisition manager. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for mentorship to consultants and vendor staff in the area of data acquisition and ensures that project teams follow methodologies and tools consistent with GSK policies and procedures.

Please consider my experience and qualifications for this position:

- Working knowledge of desktop applications including Microsoft (MS) Word, MS PowerPoint, MS Excel)
- Strong team leadership or team management experience
- High proficiency in Good Clinical Practice and R&D laboratory practices and clinical applications
- Successful experience in working with internal and external partners
- Experience in the conduct of clinical studies and prospective collections
- Understanding and application of management approaches for work direction, motivation, performance management, and disciplinary action
- Substantial experience in talent acquisition or recruitment roles
- Previous success in a Recruitment or Talent Acquisition Leadership role

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

Sincerely,

Rory Kunze