

# Acquisitions Manager Cover Letter

32115 Quigley Plain Kellyland, PA 87429-7414

**Dear Rory Weber,**

I would like to submit my application for the acquisitions manager opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for leadership team guidance on retaining target companies "Sources of Value" through business analytics, visual presentations, and industry best practices.

Please consider my experience and qualifications for this position:

- Cross-functional experience with multiple supply chain pillars (Plan, Make, Source, and/or Deliver) and with key supply chain partners (RA, QA, Commercial)
- Regulatory, legal, transportation and logistics (order to cash) experience highly desirable
- Process Excellence skills & experience Operations (Generalist)
- Strong MS Office skills with emphasis on Excel (large data, formulas, pivots, – synthesize, extract, multiple versions) and PowerPoint
- Basic understanding of Total Rewards (Compensation, Equity, Benefits)
- On-boarding experience/exposure– (orientation, benefits, payroll, SAP)
- Basic understanding of HR systems (SAP, Payroll, Recruiting/Staffing, ) and downstream impacts
- Review, implement and monitor the effectiveness of Application Scorecards, Cut-Off strategy and Risk Grading methodology

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

Sincerely,

Briar Littel