

# Aircraft Dispatcher Cover Letter

733 Wilderman Flats O'Keefeurt, AR 58096-5568

**Dear Sam Wiegand,**

Please consider me for the aircraft dispatcher opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for the highest level of safety and service for all Flight Crews, owners and employees by creating accurate, compliant flight-plans to include routing, weight and balance, and aircraft performance.

Please consider my qualifications and experience:

- Proficiency in flight scheduling software and reporting tools
- Strong analytical and problem solving skills, coupled with detail orientation
- FAA Dispatcher or Pilot License preferred
- Previous experience in the aviation preferred
- Intermediate level computer and typing skills
- Extensive training to have earned the Aircraft Dispatcher's certificate
- Taken and passed both an extensive oral examination and comprehensive Dispatch ADX test, administered by the FAA
- Provides flight crew with flight plan and weather information (including filing flight plans and providing trip briefings, fuel advisement and route briefings - Dispatcher)

**I really appreciate you taking the time to review my application for the position of aircraft dispatcher.**

Sincerely,

Finley Cremin