

Airport Operations Cover Letter

2961 Shields Dale New Bryce, IN 86954

Dear Robin Ward,

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

In my previous role, I was responsible for financial oversight for station level Airport Operations & Cargo expenses – assuring targets are met.

Please consider my qualifications and experience:

- Experienced Leader at leading and developing other leaders
- Advanced computer skills, preferably Outlook, Windows, Word, PowerPoint and Excel
- Flexibility to work any shift including weekends and holidays
- General knowledge of Microsoft Office products including Word, Excel, Outlook and PowerPoint
- Understanding of airport manpower planning processes
- Knowledge of OPA, Net Tracer, Baggage Scanner, QIK and Sabre operating systems
- Business/IS Strategy and planning
- Technical strategy and planning

I really appreciate you taking the time to review my application for the position of airport operations.

Sincerely,

Briar Lehner