

Analyst With English Cover Letter

276 Kilback Junction Wuckertville, MI 54929-5197

Dear Charlie Raynor,

I would like to submit my application for the analyst with english opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for expert staff with the executive, technical, and analytical skills to help draft annual reports on the IC foreign language capabilities and the status of the IC's Foreign Language Program (FLP).

My experience is an excellent fit for the list of requirements in this job:

- Create, amend or delete SAP purchase orders and contracts
- Ensure compliance with all internal guidelines and external regulations Global Procurement Policy
- Support relationship to BPM and Buying Groups
- Additional European language – French, Russian, Spanish, German
- Fluent in English and any other European language is an advantage
- Very good expertise in using MS Excel and Powerpoint
- Reliable person, team player who is looking for a new challenge
- MS-Office, SAP, Oracle, Collection Tool (Oracle Advance Collection preferred), & Hyperion Financial Management (HFM) experience

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

River Wolf