

# Area Manager Cover Letter

915 Gerald Inlet North Iida, WA 17223-7084

**Dear Peyton Stoltenberg,**

I submit this application to express my sincere interest in the area manager position.

In my previous role, I was responsible for evidence of strong analytical, problem solving, and decision making skills from previous experience.

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

- Support local managers in implementing and monitoring area operations including marketing, project services, staff development, quality and client relations, all within established company goals and objectives
- Act as a Client Manager for key clients in the local market
- Assist business groups in development of area strategic and operating plans and budgets
- Monitor area performance indicators, and oversee actions for improvement
- Facilitate and encourage staff communication, training and career development, and serve as mentor for departmental leaders
- Implement company policy and procedures, including quality, safety, recruiting and risk management
- Serve as role model in business and the community
- Work with area groups and Project Managers on problem projects and issues resolution

**Thank you for taking your time to review my application.**

Sincerely,

Robin Windler