

# Asset Planner Cover Letter

139 Schneider PineNew Lesliville, AK 28231

**Dear Shae Muller,**

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

In my previous role, I was responsible for stewardship over key performance indicators and reporting systems including SAP, project management and client communication for identified sub-region within Asia Pacific.

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

- Ensure the asset care support team execute all scheduled plant preventative maintenance schedules
- Report maintenance status/progress and maintain Asset Care KPI database
- Work with Project Manager to maintain spares for capital assets in SAP
- Attend the daily asset care review meeting
- Attend weekly maintenance integrated planning meeting providing scheduled maintenance requirements and analysis of asset performance trends
- Ensure adherence to plans and delivery of site targets
- Ensure adherence to Health & Safety, Environmental & Quality Standards
- Ensure compliance to maintenance regulatory standards

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

Sincerely,

Drew Grant