

Assistant Customer Service Manager Cover Letter

9737 Theo FallsNorth Maurinemouth, ME 09305-0270

Dear Sutton Heaney,

I am excited to be applying for the position of assistant customer service manager. Please accept this letter and the attached resume as my interest in this position.

In the previous role, I was responsible for ideas and suggestions to enhance the end-to-end processes and/or operations activities within ELC as part of process streamlining and process simplification.

Please consider my qualifications and experience:

- Experience with various project management or analytics tools
- Excellent Turkish and English communication skills, both written and verbal
- Should have handled a Voice & Chat mediums in the role of a Team Leader
- Should have had 15 to 17 people reporting in the role
- LEAN/Six Sigma – Trained & Tested (if it's an IJP)
- Prior experience in Logistics (Distribution, Transportation, Warehousing), Commercial back office, Sales administration will be considered as an asset
- Fluent in Slovenian and Croatian, very good in English
- General knowledge in commercial and transportation administration sectors

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

Sincerely,

Drew Cormier