

# Athletic Coordinator Cover Letter

99414 Patti RouteRathstad, HI 30549

**Dear Emery Stiedemann,**

In response to your job posting for athletic coordinator, I am including this letter and my resume for your review.

In the previous role, I was responsible for accurate information about College courses and curriculum, policies, procedures, resources, and programs, making referrals when appropriate.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Athletic therapist certification (Canadian Athletic Therapists Association)
- Familiarity with state of the art therapeutic modalities
- Familiarity with research methods and data collection desirable
- Good knowledge (Level 4) of spoken and written English and spoken French in order to provide service to a multilingual community
- Good knowledge (Intermediate level) of Word and of Excel (to create and edit documents and spreadsheets)
- Strong personal initiative, leadership skills and teamwork capabilities
- Experience in clinic scheduling
- Ohio Licensed in Athletic Training or Ohio License Eligible

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

Sincerely,

Avery Zboncak