

# Automotive Service Advisor Cover Letter

4022 Bernier PassLake Vannafort, IN 80093-7903

**Dear Oakley Kuhlman,**

Please consider me for the automotive service advisor opportunity. I am including my resume that lists my qualifications and experience.

Previously, I was responsible for technical Automotive Transmission service to customers, dealers, and field technicians for the products and services sold by ATK North America.

Please consider my experience and qualifications for this position:

- Have permanent residence with defined working space (home office, spare bedroom, ) that is clean, ventilated and quiet
- Working space with working smoke detector, fire extinguisher, and first aid kit
- Computer running a mainstream supported version of Windows or MacOS (currently Windows 7+ or MacOS 12+)
- Minimum of 4GB RAM (the cloud based system will use a minimum of 1G RAM)
- Working web camera for virtual collaboration
- Workstations should connect directly to the ISP router using an Ethernet cable (wireless connections are allowed but be aware of signal strength, interference, and other factors)
- Negotiate repairs when appropriate and document all instances where a cost savings is realized
- Educate customers on schedule maintenance services

**Thank you for considering me to become a member of your team.**

Sincerely,

Sawyer Wisozk