

Business Change Manager Cover Letter

7529 Floyd ForkScotport, MI 73234-6986

Dear Tyler Bernhard,

In response to your job posting for business change manager, I am including this letter and my resume for your review.

In my previous role, I was responsible for coaching, support & guidance to the PEX change enbalers in setting the change journey plan, assessments and implementations with guided interventions.

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

- Higher education in Business Administration (preferred)
- Change Management or Business Analyst certification (beneficial)
- SharePoint Team Sites - create and maintain content
- Proficient in using Microsoft Office Suite of products
- Proactive, flexible and can use initiative to run with any challenge
- Resilient - used to working under time pressure
- Oversight of change initiatives impacting the end-to-end core processes within a business unit or LOB or across multiple business units or LOBs
- Uncovers root causes to business challenges, identify opportunities, and make recommendations though proper questions and tools

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

Sincerely,

Parker Little