

# Business Information Systems Cover Letter

13076 Dibbert KeyDachtown, AL 20604-5214

**Dear Royal Roob,**

I would like to submit my application for the business information systems opening. Please accept this letter and the attached resume.

Previously, I was responsible for strategic and tactical guidance with respects to data warehousing / data mart best practices.

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:

- Work independently with business users to develop business capabilities under the general direction of a manager
- Support business users in creating business cases by identifying system needs and appropriately estimating high-level costs and resource requirements
- Support application development as a project team member and follow SDLC processes to complete deliverables as assigned, including but not limited to application testing
- Extensive process improvement experience
- Experience managing change programs
- Demonstrated awareness of industry standards and best practice relevant to the role
- Experience pulling and using data to produce complex reports and answer organizational questions
- Experience creating Access databases

**Thank you for your time and consideration.**

Sincerely,

Dylan Trantow