

Business Support Cover Letter

5684 Julius StreamGeorgiamouth, MT 97498

Dear River Goyette,

I am excited to be applying for the position of business support. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for feedback and works directly with site business office to develop and implement action plans for improving business related functions for practice sites.

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

- CII or ANZII qualification preferred
- Experience in handling projects
- Strong team work, interpersonal and problem solving skills
- Excellent PC skills, with good knowledge of application software including MS Office and Chinese word processing
- Advanced skills with Microsoft Suite including PowerPoint and Visio is preferred
- Expertise with mortgage loan origination guidelines and process workflow
- Knowledge of regulations, investor guidelines, and state/federal laws impacting the mortgage industry
- Have a knowledge of PGIS, Ellipse, CRMS and Mapinfo

Thank you in advance for taking the time to read my cover letter and to review my resume.

Sincerely,

Baylor Bogan